MANITOBA

ANNUAL REPORT

1982

The Department of
Labour and Manpower

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The Honourable Pearl McGonigal
Lieutenant-Governor of the Province of Manitoba
Winnipeg, Manitoba

Madame:

I have the honour to submit to you the Report of the Department of Labour and Manpower for the year 1982.

All of which is respectfully submitted.

Mary Beth Dolin
Minister of Labour and Manpower

December 31, 1982

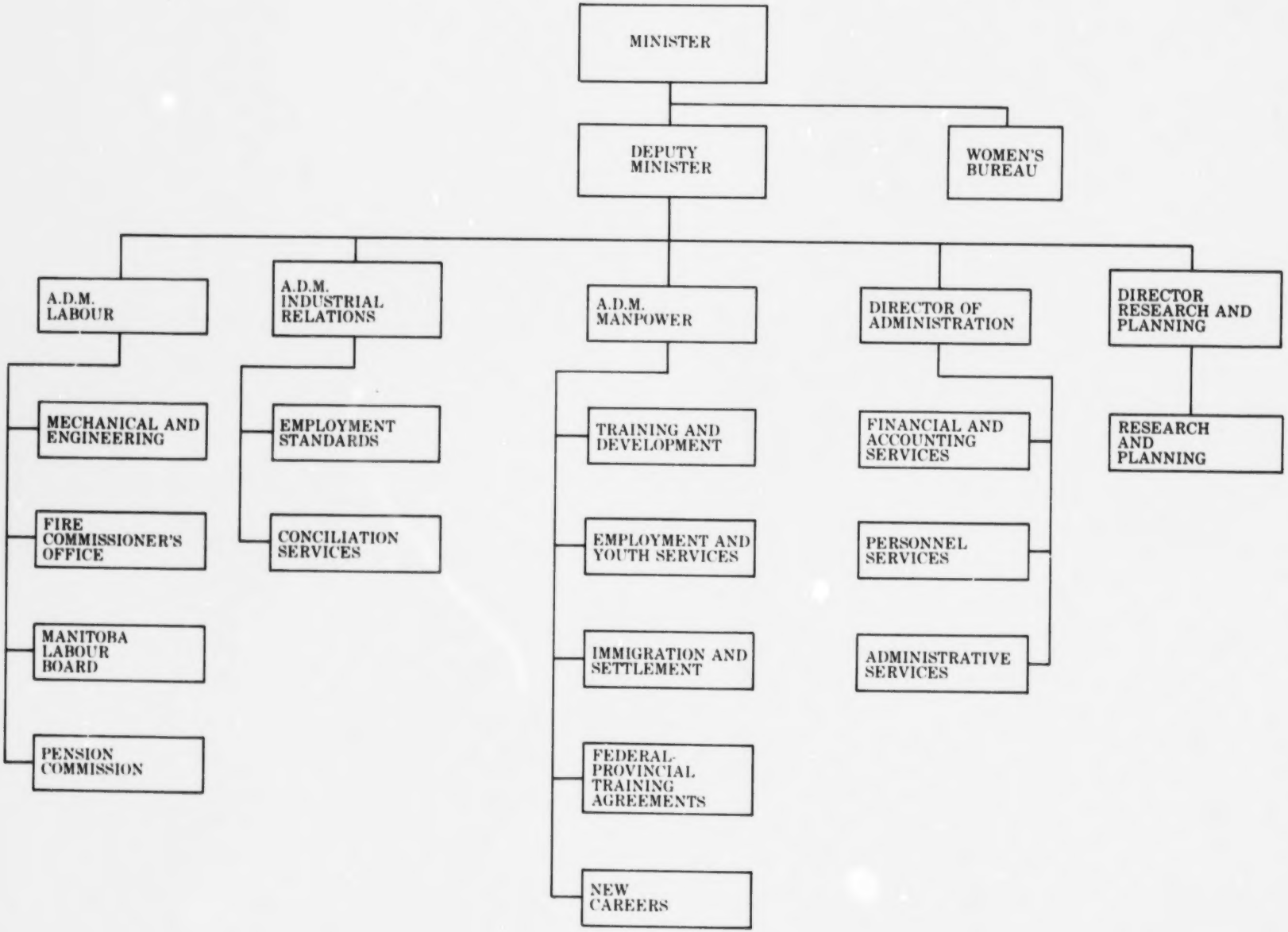
The Honourable Mary Beth Dolin
Minister of Labour and Manpower
Winnipeg, Manitoba

Madame:

I have the privilege to respectfully submit to you the Report of the Department of Labour and Manpower for the year 1982.

Mary Eady
Deputy Minister
Department of Labour and Manpower

December 31, 1982


MINISTER
DEPUTY MINISTER
WOMEN'S BUREAU
A.D.M. LABOUR
A.D.M. INDUSTRIAL RELATIONS
A.D.M. MANPOWER
DIRECTOR OF ADMINISTRATION
DIRECTOR RESEARCH AND PLANNING
MECHANICAL AND ENGINEERING
FIRE COMMISSIONER'S OFFICE
MANITOBA LABOUR BOARD
PENSION COMMISSION
EMPLOYMENT STANDARDS
CONCILIATION SERVICES
TRAINING AND DEVELOPMENT
EMPLOYMENT AND YOUTH SERVICES
IMMIGRATION AND SETTLEMENT
FEDERAL-PROVINCIAL TRAINING AGREEMENTS
NEW CAREERS
FINANCIAL AND ACCOUNTING SERVICES
PERSONNEL SERVICES
ADMINISTRATIVE SERVICES
RESEARCH AND PLANNING

OVERVIEW

Significant organizational changes were initiated within the Department of Labour and Manpower during this reporting period.

Responsibility for the Workplace Safety and Health Division was shifted to the Department of Northern Affairs and Environment in December 1981.

In February of 1982, two Branches, Conciliation Services and Employment Standards, were moved from the Labour Division to form a new Industrial Relations Division reporting to the newly-created position of Assistant Deputy Minister, Industrial Relations, thus allowing for greater concentration of effort in creating a climate of harmonious labour-management relations.

In September of 1982, the Research Branch, which to that time was a part of the Manpower Division, was given a widened mandate, incuding more planning responsibilities, and was renamed the Research and Planning Branch. This unit now reports directly to the Deputy Minister.

As part of the Continuing rationalization of services within the Manpower Division, the Career Resources Branch was dissolved as an entity in July of 1982. Responsibility for the Career Resource Centre in Thompson was transferred to the Training and Development Branch, while the southern centres were transferred to the Employment and Youth Services Branch. This change has resulted in a more efficient delivery of services in the Career Resource Centres.

It is hoped that this reorganization of the Department and its services will be completed in 1983.

Regulations under The Amusements Act, the Steam and Pressure Plants Act were reviewed and revised, and new Building and Fire Codes were adopted.

The Labour Relations Act was amended to provide a procedure for settling disputes involving the negotiation of first collective agreements. Other amendments to the Act strengthened the remedial powers of the Manitoba Labour Board in dealing with unfair labour practice allegations.

The Employment Standards and Vacations With Pay Acts were amended in order to, among other things, improve working and vacation pay conditions for certain domestic workers.

The Manitoba Labour Management Review Committee was reorganized in an effort to make it a more compact, more representative and more responsive body. The Committee continues to be chaired by G. Campbell MacLean.

In other areas, the Employment and Youth Services Branch was designated by Cabinet as the central registration, referral and placement agency for all students seeking work with Provincial Government Departments, Crown Corporations and Commissions. The Career Internship Program introduced in April 1982 and administered by Employment and Youth Services, created about 4,000 career-related positions by September of 1982.

The Federal-Provincial Training Agreements Branch was actively involved in negotiations with the Federal Government for a new Training Agreement which will result in a Federal contribution of $40 million annually in support of occupational training in Manitoba.

The Province of Manitoba was commended by the United Nations High Commission for Refugees for the lead role it has taken, through the Department's Immigration and Settlement Branch, in responding to the plight of special needs refugees. The instrument of this response was the Special Program to Assist Refugees, which was developed in 1981 with the cooperation of the Federal Government.

The Newcomer Services Support Program was implemented in this reporting year. The program, which is administered by the Immigration and Settlement Branch, provides grants enabling immigrants to participate actively, responsibility and in an informed way in the life of the Province.

The Research and Planning Branch continued to gather statistics related to Manitoba's labour market and provided analyses of these figures for use by all government departments.

The average size of Manitoba's labour force in 1981-82 was 497,000, up from an average of 492,000 recorded in 1980-81.

The total number of persons employed averaged 458,000, a decrease of 5,000 or 1.1 percent. The average number of unemployed persons increased from 29,000 to 38,000.

Manitoba in 1982, maintained the third lowest unemployment rate in the country, after Alberta and Saskatchewan. Although the rate increased to 7.7% from 5.8% in 1981, it was nonetheless 2.6 percentage points below the national average of 10.3%.

The average Consumer Price Index for Winnipeg rose by 9.0 percent during the same reporting period. Nationally, the index rose by 11.3 percent in the same period.

From November 1981 to July 1982, Manitobans took home an average of $336.07 in weekly earnings, representing an increase of $31.44 or 10.3 percent over the same nine month period in 1980-81. By comparison, average weekly earnings for Canada increased by 11.0 percent to $381.52 for the same nine-month period.

Conciliation Services recorded 12 work stoppages during 1982, 23 fewer than in 1981. Equally dramatic was the decrease in work-days lost through stoppages. In 1982, 74,142 working days were lost compared to 122,486 days in 1981.

MURIEL JEAN ARPIN

It is with sadness that the passing of Muriel Jean Arpin is noted. Ms. Arpin, who was the first Chairperson of the Advisory Council on the Status of Women, will be remembered for her efforts and commitment to bringing about equality of opportunity and treatment for women and men in Manitoba.

Legislative Changes, 1982

Minimum Wages

Effective July 1st, 1982, the minimum wage for employees 18 years of age and older was increased from $3.55 an hour to $4.00 an hour.

The minimum wage for employees under 18 years of age was increased from $3.10 an hour to $3.55 an hour.

The special minimum wage applicable to persons who serve liquor to customers or guests in premises for which a permit has been issued under The Liquor Control Act has been done away with. The general adult minimum wage of $4.00 an hour is now applicable to such persons.

The Labour Relations Act

The Labour Relations Act was amended in 1982 to provide a procedure for settling disputes involving parties negotiating for a first collective agreement. As well, amendments were made strengthening the remedial powers of The Manitoba Labour Board in dealing with unfair labour practice allegations, requiring the parties to bargain in good faith, and establishing some degree of stability during the period when negotiations normally take place to renew or revise a collective agreement.

New provisions relating to the settlement of a first collective agreement stipulate that where a newly-certified bargaining agent and an employer fail to conclude a collective agreement within three to six months after the date of certification, either party may request the Minister to refer the matter to the Manitoba Labour Board for settlement. Upon receiving such a request and after such investigations as the Minister considers advisable, the Minister may direct the Board to inquire into the matter and to settle the terms and conditions of a first collective agreement.

Where the Board is directed to inquire into negotiations between the parties, the Board must settle the terms and conditions of a first collective agreement unless the parties themselves conclude a collective agreement within 60 days. As an option, the Board may advise the Minister and the parties that it believes a settlement will be arrived at between the parties within a further 30 days. However, if no such agreement is entered into between the parties, the Board must settle the terms and conditions of a first collective agreement within a further period of 30 days.

In cases where the Board is directed to settle a first collective agreement, any strike or lockout that is in progress must be ended and the employer must reinstate the employees in the employment they had at the time of the start of the strike or lockout. If there is no agreement between the parties respecting reinstatements, the employees must be reinstated on the basis of their seniority standing or as may be ordered by the Board for the purpose of allowing the employer of a totally shut down workplace to resume his normal operations in stages.

The amendments also establish some criteria and basic procedures for the Board to follow in settling the terms and conditions of a first collective agreement. For example, the Board must accept any terms and conditions agreed upon in writing by the parties and must give the parties an opportunity to present evidence and make representations. As well, the Board must take into account the extent to which the parties have, or have not, bargained in good faith and must consider terms and conditions of employment negotiated for employees performing functions similar to the functions being performed by the employees in the bargaining unit.

Where a first collective agreement is settled by the Board, the agreement remains in force for a period of one year from the date of settlement.

Further amendments to the Act obligate the parties to collective bargaining to not only make every reasonable effort to conclude a collective agreement but also to bargain in good faith. These new requirements apply not only to negotiations for a first collective agreement but also negotiations for the revision of a collective agreement.

The Act was also amended to clarify and enhance the powers of the Manitoba Labour Board in adjudicating allegations of bargaining in bad faith. In effect, the amendments give the Board a broader range of powers and options in dealing with complaints referred to it by the Minister. For example, the Board is clearly empowered to issue a cease and desist order or to make a positive order stipulating what a party must do to rectify a situation. As well, a contravention of the good faith bargaining requirements may now be treated as an unfair labour practice and the Board can exercise the same powers as it does in unfair labour practice cases.

Further amendments have broadened the Board's remedial powers in dealing with unfair labour practice allegations. For example, the maximum amount that may be awarded to a person as compensation for an infringement of that person's rights has been increased from $500.00 to $2,000.00. As well, a new provision stipulates that such an amount may be awarded to a union as well as to an employee or employer. Another new provision gives the Board the power to order the payment of compensation not only for loss of income resulting from an unfair labour practice, but also for loss of benefits or any other loss such as loss of opportunity. A further amendment gives the Board the power to make not only a cease and desist order but also a more positive order directing what a party must do to rectify a situation.

Lastly, a number of amendments were made to establish periods of stability during the term of an imposed first collective agreement and during the time frame when negotiations are normally taking place to revise an existing collective agreement. For example, applications for certification and decertification are prohibited during the term of a first collective agreement settled by the Board. As well, a new provision stipulates that it is an unfair labour practice for an employer to unilaterally change or alter terms and conditions of employment during the six months immediately following the termination date of a collective agreement, except where a strike or lockout has occurred or where the changes are made in accordance with a newly-concluded collective agreement.

The Employment Standards Act

The Employment Standards Act was amended in 1982 to extend the application of the Act to certain domestic workers employed in private family homes, to clarify the application of the provisions relating to group termination of employment and to enhance the regulation-making powers of the Lieutenant Governor-in-Council.

The Act is now applicable to a domestic worker in a private family home who is paid by a member of the family and who normally works for more than 24 hours in a week for the same employer. These employees are now entitled to most of the benefits of the Act relating to such matters as minimum wages, standard hours of work, paid general holidays, maternity leave and notice of termination of employment. However, a special regulation was also adopted so as to make special standards applicable to domestic workers regarding certain matters such as hours of work, the amounts charged for room and meals, charges for special uniforms and a weekly rest period.

Other amendments were made clarifying provisions in the Act relating to group notice of termination of employment to apply to operations that are geographically separated provided that they are under common control and direction.

The Vacations With Pay Act

The Vacations with Pay Act was also amended in 1982 so that, effective November 1st, 1982, its provisions would be applicable to a domestic worker in a private family home who is paid by a member of the family and who is employed for more than 24 hours in a week by the same employer. As a result, a domestic worker with less than five years of service with an employer is now entitled to a two week annual vacation with pay provided all other requirements of the Act are met. A domestic worker with five or more years of service is entitled to a three week annual vacation with pay.

The Department of Labour Act

The Department of Labour Act was amended in 1982 so as to make inspectors of the Department competent and compellable to give testimony in any civil case, matter or proceeding. Previously, inspectors could not generally give testimony as expert witnesses or with regard to matters relating to the discharge of their duties. A further amendment stipulates that an inspector is not personally liable for any loss or damage suffered by reason of anything done, or omitted to be done, by him in good faith and without negligence in the exercise of any duty, power or authority given to an inspector under any Act.

Statistics Relating to the Administration of the Labour Relations Act

Respecting Applications to the Minister of Labour and Manpower
Under Section 21(1)

November 1, 1981 — October 31, 1982

Disposition of Cases

Type of Allegation	Cases Carried Over	Number of Requests For Investigator	Number of Appointments Made	Settled By Investigator	Referred To The Board	Referred To The Courts	Number of Cases Pending At October 31, 1982
Section 7	—	9	6	3	2	—	1
Section 9	—	2	1	1	1	—	—
Section 10(2)	—	1	—	—	—	—	—
Section 34(1)	—	1	1	—	1	—	—
	—	13	9	4	4	—	1

Notes To Table

Section 7 Allegations that an employer has discharged, refused to employ, or discriminated against a person, because that person is or was a member of a Union or has participated in Union activities or has exercised their rights under the Act.

Section 9 Allegations that an employer and every person acting on behalf of an employer, who at the time when a Union is seeking to be certified discharges or refuses to continue to employ or refuses to re-employ or lays-off or transfers or suspends or alters the status of an employee who is a member of a Union or who has applied for membership in the Union.

Section 10(2) Allegations that an employer, without the consent of the certified bargaining agent, has changed conditions of employment prior to the date on which the parties had the right to strike or lockout, or prior to decertification.

Section 34(1) Allegations that the administration management or policy of a Union is (a) influenced by an employer to the extent that its fitness to act as bargaining agent for employees in collective bargaining is or may be impaired; or (b) is dominated by an employer.

* In the four cases where no appointment of an Investigator was made by the Minister it was determined that allegations were of a nature to be dealt with under Grievance and Arbitration procedures of an existing Collective Agreement or having no status under the Labour Relations Act.

LEGISLATION ADMINISTERED BY THE DEPARTMENT OF LABOUR AND MANPOWER

- Amusements Act (Part II)
- Apprenticeship and Trademen's Qualifications Act
- Barbers Act
- Buildings and Mobile Homes Act
- Construction Industry Wages Act
- Department of Labour Act
- Electricians' Licence Act
- Elevator Act
- Employment Services Act
- Employment Standards Act
- Fire Departments Arbitration Act
- Fires Prevention Act (Part II)
- Gas and Oil Burner Act
- Hairdressers Act
- Labour Relations Act
- Power Engineers Act
- Payment of Wages Act
- Pension Benefits Act
- Remembrance Day Act
- Retail Businesses Holiday Closing Act
- Steam and Pressure Plants Act
- Vacations with Pay Act

Department Executive

The Department Executive is composed of the Deputy Minister, the Assistant Deputy Minister of Labour, the Assistant Deputy Minister of Industrial Relations, the Assistant Deputy Minister of Manpower, the Director of Research and Planning, the Director of Administration and the Administrative Assistant to the Deputy Minister.

The Executive is responsible for overall departmental management and therefore provides the direction, control and co-ordination of all available resources towards meeting the departmental objectives. Strategic planning, policy development, program delivery and program efficiency and effectiveness are also functions of the Executive.

Executive Members

Deputy Minister	Mary Eady
Assistant Deputy Minister – Labour	Gordon Boucher
Assistant Deputy Minister – Industrial Relations	Maurice Eyolfson
Assistant Deputy Minister – Manpower	Doug Davison
Director of Research and Planning	Jim Nykoluk
Director of Administration	Bob Gorchynski
Administrative Assistant to the Deputy Minister	Ethel Kolochen

ADMINISTRATION DIVISION

Bob Gorchynski
Director

Administration Division

Director: Bob Gorchynski

The Administration Division consists of the Finance and Accounting Services Branch, the Personnel Management Services Branch and the Administrative Services Section. The division provides those central support services essential to the operation of the department. These services are provided under the general direction of the Director of Administration and include financial planning and administrative policy development, finance and accounting services, personnel management services, systems analysis and general administrative services.

The Finance and Accounting Services Branch provides centralized voucher and revenue accounting services, budget preparation and coordination, financial forecasting and monitoring, and the comptrollership function for the Department.

The Personnel Management Services Branch provides a centralized service to the Department in the areas of staffing, job evaluation, human resource development, training, employee relations, payroll and employee benefits.

The Administrative Services Section provides general administrative services to the department in both Winnipeg and the major rural centres, including vehicle management, space accommodation, office equipment and other miscellaneous services.

LABOUR DIVISION

Gordon Boucher
Assistant Deputy Minister

Mechanical and Engineering

L.A. O'Morrow, Director

The Mechanical and Engineering Branch is responsible for the administration of seven acts and nine regulations dealing with general public safety through inspection of equipment and licensing of tradespeople. The various acts and regulations cover design, construction, installation and operation of certain mechanical, electrical and fuel-fired equipment and the examination and licensing or certification of electricians, gas fitters, power engineers and projectionists. In addition, the Branch administers The Buildings and Mobile Homes Act, and is instrumental under this Act for the publication of the Manitoba Building Code.

Through its inspections, the Branch continued to promote safety and safety awareness. A total of 15,700 inspections alerted various owners of boilers and pressure vessels to some 750 potential hazards. Partly as a result of this program, there were no fatalities or major accidents in the areas over which the Branch has jurisdiction.

The Third Edition of the Manitoba Building Code was adoped and made effective June 1, 1982, following recommendations from the Building Standards Board.

With this adoption, the first correspondence course for building inspectors was produced. The course, which was developed by the Branch in consultation with the Building Standards Education Committee, has 111 subscribers. The Branch has since completed a second correspondence course for building inspectors to run during the winter of 1982.

The Branch continued to hold seminars on the safe installation and use of solid fuel appliances, but on a reduced basis, with nine held in 1982. The sessions attracted 1,000 participants bringing to nearly 5,000 the total number of people who have taken advantage of this program in the past two years. In addition, the brochure "The Safe Use of Solid Fuel Appliances" continued to be widely distributed.

Regulations and fees for inspections under The Amusements Act and the Steam and Pressure Plants Act were also reviewed and revised during 1981.

Under the Amusements Act, in spection fees were increased for the first time in 10 years.

Under The Steam and Pressure Plants Act, standards were upgraded, and inspection fees increased for the first time in eight years.

Table 1

Number of Inspections Made and Certificates Issued
Under the Steam and Pressure Plants Act
November 1, 1981 — October 31, 1982

	Number of Inspections				
Type of Equipment	Existing[1] Installations	New[2] Installations	Shop[3] Inspections	Total	Number of[4] Certificates Issued
Boilers	8,567	300	9	8,876	6,397
Unfired Pressure Vessels	5,261	893	3,668	9,822	4,701
Refrigeration Plants	649	22	43	714	501
Nuclear Equipment	2	—	165	167	—
Medical Gas	18	—	—	18	—
Total	14,497	1,215	3,885	19,597	11,599

[1] The 5,261 includes 651 inspections of anhydrous ammonia portable vessels, stationary vessels, plant equipment and truck equipment.

[2] The 893 includes 241 inspections of anhydrous ammonia portable vessels, stationary vessels, plant equipment and truck equipment.

[3] These inspections were on the premises of the manufacturers at the time of fabrication. The 3,668 includes 57 inspections of prefabricated pressure piping.

[4] Certificates are issued each year in respect of all boilers and refrigeration plants and once every two years in respect of unfired pressure vessels. More than one inspection of an installation is sometimes made during the year so the number of inspections may not coincide with the number of certificates issued.

Table 2

Welders Tested and Licences Issued
Under the Steam and Pressure Plants Act
November 1, 1981 - October 31, 1982

Number of applicants		728
Number passing	541	
Number failing	187	
Number of licences issued		541
Unrestricted licence[1]	359	
Company[2]	182	

[1] Entitles holder to perform work on boilers and pressure vessels throughout Manitoba.

[2] Valid only for work performed on boiler and pressure vessels in the Plant concerned.

Table 3

Number of Designs Examined and Registered
Under The Steam and Pressure Plants Act[1]
November 1, 1981 - October 31, 1982

Unfired Pressure Vessels	227
Propane or Ammonia Vessels	76
Nuclear Vessels	—
Boilers	11
Heat Exchangers	12
Welding Procedures	26
Valves and Fittings	52
Medical Gas Piping	3
Anhydrous Ammonia Facilities	7
Refrigeration Plants	—
Revisions to Registered Designs	6
Elevators	56
Propane Facilities	75
Miscellaneous	—
Total	551

[1] An affadavit of Manufacture is required for every boiler and pressure vessel installed in Manitoba. In the time period under review, 495 such affidavits were processed.

Table 4

Number of Certificates Issued Under
The Power Engineers Act
November 1, 1981 - October 31, 1982

Class of Certificate	Number of Examinations Conducted	Number of Certificates Issued Including Renewals
1st Class	33	170
2nd Class	142	400
3rd Class	206	625
4th Class	192	939
5th Class	218	1,786
Steam Traction Engine Class	—	52
Refrigeration	38	155
Total	829	4,127

Table 5

Number of Licences Issued Under
The Electricians' Licence Act
November 1, 1981 - October 31, 1982

Class of Certificate	Number of Examinations Conducted	Number of Certificates Issued Including Renewals[1]
Journeyman Electrician	9	118
Limited Construction Electrician	7	6
Limited Maintenance Electrician	—	—
Limited Appliance Repair Electrician	2	5
Limited Specialized Trade Electrician	1	5
Electronic Serviceman (Radio)	—	—
Electronic Serviceman (Radio & T.V.)	—	3
Total	19	137

[1] Includes 85 Journeyman Licences to apprentices who completed their apprenticeship. Electrician's licences are issued on a four year basis. The next general renewal time for these licences will be in 1985.

Table 6

Number of Inspections of Electrical Installations Under The Electricians' Licence Act

November 1, 1981 - October 31, 1982

Type of Inspection	Number of Inspections
Electrical installations in buildings	—
Conductivity Tests of Hospital Operating Room Floors	—
Fire and Explosion Investigations	3
Total	3

Table 7

Inspection of Non C.S.A. Approved Electrical Equipment Under The Electricians' Licence Act

November 1, 1981 - October 31, 1982

Items inspected and labelled	5,789
Items rejected	380
Total	6,169

Table 8

Inspections Under The Gas and Oil Burner Act

November 1, 1981 - October 31, 1982

Type of Installation	Number of Inspections
Domestic Gas Appliances	538
Commercial and Industrial Gas Equipment	1,485
Domestic Oil Appliances	316
Commercial and Industrial Oil Equipment	128
Propane Equipment	868
Propane Storage and Filling Plants	452
Construction Heaters	155
Chimneys, Flues and Vents	38
Fire and Explosion Investigations[1]	49
Total	4,029

[1] The 49 includes 25 wood fire investigations.

Table 9

Issue of Permits to Install Gas and Oil-Fired Equipment Under The Gas and Oil Burner Act

November 1, 1981 - October 31, 1982

Type of Installation	Number of Permits Issued
Domestic Gas Appliances	10,817
Commercial and Industrial Gas Equipment	1,905
Domestic Oil Appliances	11
Commercial and Industrial Oil Equipment	23
Total	12,756

Table 10

Survey of Plans for Gas and Oil Installations Under The Gas and Oil Burner Act

November 1, 1981 - October 31, 1982

Type of Equipment	Number of Plans		
	Received	Approved	Rejected
Gas Equipment	487	479	8
Oil Equipment	12	12	—
Total	499	491	8

Table 11

Inspections of Non-Approved Gas and Oil-fired Equipment Under The Gas and Oil Burner Act[1]

November 1, 1981 - October 31, 1982

Type of Equipment	Number of Inspections
Gas-Fired Equipment	1,020
Oil-Fired Equipment	122
Chimneys	92
Total	1,234

[1] Equipment which is inspected and approved is labelled.

Table 12

Licences Issued to Gas Fitters and Oil Burner Installers Under The Gas and Oil Burner Act

November 1, 1981 - October 31, 1982

Class of Licence	Number of Examinations Conducted	Number of Licences Issued Including Renewals
Oil Burner Installers	1	342
Domestic Gas Fitters	76	978
Commercial and Industrial	5	—
Gas Fitters	—	186
L.P. Gas Fitters	—	22
Special Gas Fitters	—	73
Utility Gas Fitters	15	160
Total	97	1,761

Table 13

Permits Issued, Inspections Made and Elevator Plans Surveyed Under The Elevator Act

November 1, 1981 - October 31, 1982

Type of Elevator	Permits Issued	Number of Inspections	Number of New Elevators Approved For Service
Passenger Elevators	1,431	919	51
Freight Elevators	499	568	8
Escalators	144	135	2
Dumbwaiters	192	115	1
Hand-Powered Elevators	13	17	—
Man Lifts	33	41	—
Manhoists	—	3	3
Ski Lifts	23	32	—
Inclined Passenger Lift	9	54	27
Total	2,344	1,884	92

Table 14

Number of Licences Issued Under The Amusements Act (Part II)

November 1, 1981 - October 31, 1982

Class of Licence	Number of Examinations Conducted	Number of Licences Issued Including Renewals
Projectionist	9	131
Provisionals	—	10
Apprentices[1]	—	2
Total	9	143

[1] Persons may become apprentices on application. They are not examined.

Table 15

Inspections[1] of Amusement Rides and Booths

November 1, 1981 - October 31, 1982

Total Number of Inspections	440
Orders Issued for Remedial Action	351
Electrical Hazards	237
Mechanical Hazards	114
Number of Rides Condemned	2

[1] Inspections and re-inspections, where necessary, were made of amusement rides and booths operated during the year by 14 shows in 25 locations in the Province.

Table 16

Permits and Labels Issued for Mobile Homes And Travel Trailers Under The Building and Mobile Homes Act

November 1, 1981 - October 31, 1982

Permit to Sell or Lease[1]	328
Special Approval of Non-Certified Units[2]	152
Total Inspection and Certification of Non-Approved Units[3]	173
Total Inspection and Certification at Site of Manufacturers	85
Total	738

[1] Following inspection for apparent hazards, in many cases units require more than one inspection prior to being approved.

[2] Following inspection for apparent hazards in units owned by individuals prior to April 1, 1976.

[3] Individual units brought into the Province from the U.S. or other areas not C.S.A. labelled or units constructed by individual owners in Manitoba.

Table 17

Plan Examination And Inspections Relating To Building Standards

November 1, 1981 - October 31, 1982

Type of Building	Plans Examined	On Site Inspections
Town Centres	0	1
Theatres	0	3
Churches	22	106
Community Halls & Clubs	53	233
Day Care Centres	1	1
Swimming Pools	1	5
Licensed Beverage Rooms	0	8
Restaurants	28	42
Museums	1	22
Schools	17	92
Rinks & Arenas	35	234
Grandstands	1	13
Jails, Penitentiaries	0	1
Police Stations	1	3
Hospitals	4	37
Personal Care Homes	11	44
Group Foster Homes	0	4
Apartments	13	59
Hotels & Motels	13	33
Housing Projects	12	38
Houses	132	19
Office Buildings	14	35
Department Stores	1	6
Exhibition Halls	0	1
Shops, Stores	7	8
Bulk Fertilizer Storage	2	8
Factories	10	18
Grain Elevator, Seed Processing	18	37
Aircraft Hangars	2	1
Repair Garages	10	8
Storage Warehouses	4	15
Workshops	2	10
Storage Rooms	1	0
Storage Garages	11	4
Total	427	1,149

Office of the Fire Commissioner

A.M. (Gus) Thorimbert, Fire Commissioner

The Office of the Fire Commissioner administers Part II of the Fires Prevention Act, the Manitoba Fire Code (Regulation 15/77) and Fire Hose Couplings and Fittings (Regulation 96/64).

The overall goals of the Fire Commissioner's Office are to promote the prevention of fires and to minimize loss of life and property when fires do occur.

In doing so, the Branch has five specific objectives:

- To enforce regulations governing the sale, storage and use of combustibles and explosives; the installation and maintenance of fire alarm systems and fire extinguishing equipment and the construction and maintenance of fire escapes and fire exits.
- To investigate the cause, origin and circumstances of fires, and to help in the suppression of arson
- To train and advise members of fire departments, the insurance industry, other government agencies, institutions, enforcement agencies and industry about fire fighting, equipment and fire identification
- To research and collect statistics and information on fires, fire fighting and fire prevention
- To educate the public about fires and fire prevention

The Branch, which is directed by the Fire Commissioner, has a number of sections to carry out specific functions. These incude the Investigations, Prevention, Training, Technical Services and Statistical sections.

Investigation Section

This section investigates fatal fires, major fires, suspicious or arson fires and others where the cause and/or origin are in doubt.

Fire investigations are requested by fire departments, insurance adjusters and other government or law enforcement agencies which may cooperate in an investigation.

Data collected as a result of these investigations is used to provide information for the Department as a whole, the fire service and the insurance industry.

During 1982, the Investigation Section, in conjunction with law enforcement agencies, undertook 639 fire investigations. As a result of these investigations, 85 persons were charged and 33 convicted while 51 cases are still pending.

Prevention Section

The Prevention Section which combines inspections and provision of technical services is primarily concerned with institutional and multi-unit dwellings.

The Fire Advisory Committee, with its four sub-committees and task groups, met 49 times to discuss the Manitoba Fire Code, fire protection and suppression services in the Province, development of regulations for upgrading of existing hotels and motels, central reporting and monitoring of fire alarm systems, certification for portable fire extinguisher servicing, special fire extinguishing system installation and servicing, and fire alarm system installation, servicing and inspection.

During 1982, the Advisory Committee also revised the Manitoba Fire Code which has since been adopted as MR 189/82. Among the regulations developed, and which are currently being considered for adoption are: centrally monitored fire alarm systems and fire alarm monitoring agencies, fire and life safety upgrading requirements for existing hotels and motels, maintenance and testing of portable fire extinguishers and the installation, inspection and maintenance of fixed fire extinguishing systems.

During 1982, the prevention section also distributed 55,000 pieces of literature to the public.

Technical Services Section

The Technical Services Section is involved in establishing good engineering practices with regard to handling, use and storage of flammable liquids, storage of ammonium nitrate, spray painting and dual coating operations, dust collection systems, fire protection (extinguishing and alarm systems and other hazardous operations.)

Staff inspect and review plans for the upgrading of existing buildings, and consult with owners or their representatives, often meeting with engineers or architects.

Fire Services Section

The Fire Services Section (Manitoba Fire College) in cooperation with Assiniboine Community College, administers, designs and delivers all fire suppression and fire prevention training courses in the Province.

Manitoba Fire College course applicants come from municipal fire departments, Provincial

government agencies, Federal and Municipal law enforcement agencies and public and private corporations. In 1982, the Fire College Calendar offered 176 courses with 2,714 candidates signing up.

The Fire College also accelerated its training program in the handling of incidents where dangerous goods are involved.

A needs identification and development committee for professional fire officers was created, and held two meetings to consider the establishment of a certification program for professional fire officers.

This section, along with the Prevention Section also worked with the Department of Northern Affairs, under the Northlands Agreement, to continue to promote fire prevention by inspecting dwellings and training local fire department personnel north of the 53rd parallel.

As well, during 1982, mutual aid districts (groupings of municipalities which have fire-fighting service) continued to increase with 16 out of a possible 17 districts now in full operation.

Statistical Section

The Statistical Section is reponsible for gathering and compiling data concerning fire loss figures and the activities of fire services in the Province.

Table 1

Number And Dollar Loss Of Fires[1]
1972 - 1981

Year	Number of Fires	Dollar Loss (000's)
1972	3,974	$14,649
1973	4,595	15,147
1974	5,807	23,162
1975[2]	5,779	23,382
1976[2]	7,326	30,740
1977[2]	6,878	25,342
1978[2]	5,824	27,553
1979[2]	5,869	39,135
1980[2]	7,570	52,195
1981[3]	6,696	36,127

[1] The most recent data available pertain to the year 1981
[2] Revised
[3] Preliminary

Table 2

Losses By Major Property Classification[1]

Property Classification	Number of Fires	Percentage of Total	Dollar Loss	Percentage of Total
Assembly	127	1.9%	$ 4,253,717	11.8%
Institutional	77	1.1	44,778	.1
Residential	2,267	33.9	13,865,146	38.4
Office	21	.3	1,601,882	4.4
Commercial	101	1.5	3,059,514	8.5
Processing and Manufacturing	106	1.6	1,655,292	4.6
Storage	253	3.8	4,409,743	12.2
Special	3,498	52.2	3,274,757	9.0
Miscellaneous	246	3.7	3,962,375	11.0
Total	6,696	100.0%	$36,127,204	100.0%

[1] The most recent data available pertain to the year 1981.

Table 3

Fires In Which Losses Exceeded $250,000

November 1, 1981 - October 31, 1982

Date of Fire	Location	Occupancy	Reported Cause	Amount of Loss[1]
81 12 12	R.M. of Grey	Machine Shed	Accidental	$ 440,000
81 12 16	R.M. of Birtle	Agricultural Storage	Accidental	710,000
81 12 18	Winnipeg	Industrial Storage	Undetermined	401,549
81 12 28	Winnipeg	Mercantile	Incendiary — S.U.I.	561,159
81 12 28	Somerset	Church	S.U.I.	617,000[2]
81 12 30	Churchill	Residential	Undetermined — accidental	305,000
82 01 01	Island Lake	Residential	Accidental	585,546
82 01 08	R.M. of Cornwallis	Agricultural Storage	Undetermined	424,700[2]
82 01 09	Winnipegosis	Hotel	Undetermined	424,000
82 01 20	Winnipeg	Rail Transport Vehicle	Undetermined	300,000
82 02 05	Birch River	Hotel	Undetermined	620,000
82 02 11	Winnipeg	Industrial Storage	Undetermined — accidental	270,000
82 02 16	Arborg	Mercantile	Undetermined — accidental	350,000
82 02 18	L.G.D. of Alexander	Electric Generating Plant	Accidental	480,000
82 03 08	Brandon	Residential	Incendiary	471,490
82 04 13	Brandon	Agricultural Storage	Undetermined — accidental	1,144,823[2]
82 04 21	R.M. of Tache	Agricultural Storage	Accidental	260,000[2]
82 05 03	R.M. of Strathcona	Agricultural Storage	Undetermined — accidental	314,000
82 09 05	Granville Lake	Residential	Incendiary	500,000
82 09 09	Portage la Prairie	Agricultural Storage	Undetermined —S.U.I.	1,500,000
82 09 16	R.M. of MacDonald	Communications	Accidental	332,000
82 09 17	Brandon	Mercantile	Incendiary	390,000
82 09 20	Thompson	Residential	Accidental	475,000

[1] Estimated Loss
[2] Insurance Claim Settlement
S.U.I. — Still under investigation

Table 4

Number Of Fires Resulting In Death And Details Of Fatalities

1977 - 1982

Years	Number of Fires	Fatalities			
		Men	Women	Children	Total
1977 - 1978	45	32	12	18	62
1978 - 1979	30	26	5	13	44
1979 - 1980	28	16	9	8	33
1980 - 1981	35	20	15	15	50
1981 - 1982	28	17	13	11	41
Total	166	111	54	65	230

Table 5

Causes Of Fire Fatalities

November 1, 1981 - October 31, 1982

Cause of Fire	Number of Fatalities				Percentage of Fires
	Men	Women	Children	Total	
Indendiary	3	1	—	4	9.8%
Carelessness	5	4	8	17	41.6
Misuse of Material Ignited	1	—	—	1	2.4
Mechanical Failure	—	3	—	3	7.3
Construction, Design Installation Deficiency	—	1	—	1	2.4
Misuse of Equipment	—	1	—	1	2.4
Human Failing	—	—	1	1	2.4
Lack of Maintenance	—	—	—	—	—
Vehicle Accident	1	—	—	1	2.4
Undetermined	4	1	2	7	17.1
Unclassified	3	2	—	5	12.2
Total	17	13	11	41	100.0%

Table 6

Inspections Conducted Under The Fire Prevention Act[1]

November 1, 1981 - October 31, 1982

Class of Property	Inspection	Re-Inspection	Requirements for the Removal or Correction of Hazards	Hazards Removed
Schools	91	16	404	70
Churches	24	3	160	1
Public Assembly	33	14	164	—
Hospitals	40	4	187	21
Nursing Homes and Homes for the Aged	131	17	831	44
Staff Residence	10	2	65	6
Halls, Arenas and Rinks	47	5	222	23
Hotels and Motels	17	7	139	19
Apartment Blocks	127	66	500	98
Mercantile Buildings	291	89	828	15
Dwellings	218	—	238	—
Garages and Service Stations	96	29	327	—
Day Care	78	4	264	6
Miscellaneous	90	16	211	1
Unclassified	108	43	394	—
Total	1,401	315	4,934	304

[1] The number of inspections and re-inspections shown were conducted by staff of the Fire Prevention Section; the City of Thompson fire department; and the Wallace District and R.M. of Pipestone Fire Inspector.

Table 7

Number Of Hazards By Type Required To Be Corrected or Removed

November 1, 1981 - October 31, 1982

Type of Hazards	Number
Heating	392
Electrical	387
Flammable Liquids	233
Gas Hazards	20
Spontaneous Heating	39
Housekeeping	400
Storage	421
Exits and Alternate Means of Egress	423
Exit Lights	341
Fire Alarm Systems	298
Interior Finish	74
Fire Spread Barriers	236
Fire Doors and Windows	201
Fire Extinguishers	1,044
Miscellaneous	425

Table 8

Fire Prevention Educational Activities

November 1, 1981 - October 31, 1982

Type of Activity	Number Held
MEETINGS	
Fire Departments	6
School or School Division Officials	5
Administrators of Institutions	29
Commercial and/or Industrial	3
Government (All levels)	21
Public Assembly Administrators	7
Municipal Fire Prevention Officers	—
Building Inspectors	4
Unclassified	31
CONSULTATIONS	
Fire Chiefs	95
School or School Division Officials	29
Administrators of Institutions	51
Commercial and/or Industrial	24
Government (All levels)	72
Day Care Administrators/Co-ordinators	20
Municipal Fire Prevention Officers	12
Building Inspectors	22
Unclassified	31
MISCELLANEOUS	
Film/Slide Showings	1
Fire Drills/Evacuations	1
Lecture Presentations and/or Work Shops	2
Unclassified	—

Table 9

Inspections Under The Northlands Agreement[1]

November 1, 1981 - October 31, 1982

Class of Property	Inspections	Re-Inspections[2]	Requirements for the Removal or Correction of Hazards	Hazards Removed
Dwellings	393	47	919	1
Outbuildings	—	—	—	—
Commercial Structures	—	—	—	—

[1] Part of a special fire protection program conducted in northern communities in cooperation with the Provincial Department of Northern Affairs. The program is established under a federal-provincial agreement, and is not funded under the provisions of The Fires Prevention Act.

[2] The decrease in the number of re-inspections from the previous reporting period was due to a vacated SY half way through the year.

Table 10

Educational And Training Activities Under The Northlands Agreement
November 1, 1981 - October 31, 1982

Type of Activity	Number Held	Attendance
MEETINGS:		
Community Committees or Councils	66	283
Fire Departments	35	260
Fire Service Instructors	1	2
Mutual Aid	8	63
Miscellaneous	38	109
CONSULTATIONS:		
Civil, Provincial and Federal Officials	144	273
Fire Chiefs	154	313
Fire Prevention Officers	21	66
Fire Service Instructors	10	22
School and/or School Divisions	15	30
Miscellaneous	26	55
MISCELLANEOUS:		
Fire Department Training Sessions	85	670
Administrators of Institutions	2	15
Commercial and/or Industrial	1	24
Fire Protection Surveys	2	n/a
Pumper Tests	7	n/a
Fire Apparatus Specifications	5	n/a
Fire Drills/Evacuations	6	n/a
Film/Slide Showings	73	2,631

Table 11

Investigations Conducted Under The Fires Prevention Act
November 1, 1981 - October 31, 1982

Investigations Requested by Fire Authorities in:	
Winnipeg	282
Other Urban Areas	48
Rural Areas	309
Total	639
Causes Determined After Investigation:	
Accidental	323
Incendiary	92
Vandalism	41
Undetermined — Accidental	151
— Suspicious	23
Still Under Investigation	9
Total	639

Table 12

Prosecutions Related To Incendiary Fires
November 1, 1981 - October 31, 1982

	Number of Persons Charged				Number of Persons Convicted[1]				
	Adults		Juveniles		Adults		Juveniles		
Investigations	Male	Female	Male	Female	Male	Female	Male	Female	Number of Juveniles Warned
639	63	9	13	—	22	3	8	—	36

[1] At present there are 51 court cases pending.

Manitoba Labour Board

Registrar: John Korpesho

The Manitoba Labour Board is responsible for furthering harmonious relations between employers and employees. The Board's objectives are:

- to help develop sound union-management relations
- to adjudicate on matters under The Employment Standards Act, The Construction Industry Wages Act, The Payment of Wages Act and The Workplace Safety and Health Act.

The Board's primary responsibility, however, is in administering certain sections of The Labour Relations Act.

The actions and efforts of unions and employers and economic and other conditions which come to bear are the main influences on the Board, its daily operations and its general tone. The legislation itself is basically enabling and facilitates the Board's operations.

Because labour relations are not static, the Board is continually re-evaluating its functions and operations. In doing so, it monitors union membership and certification trends and reviews the outcome of unfair labour practice cases. It also considers subjective information such as the views of labour and management on the strengths and weaknesses of current legislation and on the procedures and usefulness of the Board. In this way, the Board is better able to make necessary changes and modifications in enhancing harmonious labour relations in Manitoba.

Table 1

TOTAL NUMBER OF APPLICATIONS FILED WITH THE MANITOBA LABOUR BOARD

November 1, 1981 - October 31, 1982

UNDER THE LABOUR RELATIONS ACT	194
UNDER THE EMPLOYMENT STANDARDS ACT	287
UNDER THE PAYMENT OF WAGES ACT	474
UNDER THE VACATIONS WITH PAY ACT	15
UNDER THE WORKPLACE SAFETY & HEALTH ACT	10
	980

TOTAL NUMBER OF APPLICATIONS FINALIZED BY THE MANITOBA LABOUR BOARD

November 1, 1981 - October 31, 1982

UNDER THE LABOUR RELATIONS ACT	237
UNDER THE EMPLOYMENT STANDARDS ACT	273
UNDER THE PAYMENT OF WAGES ACT	461
UNDER THE VACATIONS WITH PAY ACT	15
UNDER THE WORKPLACE SAFETY & HEALTH ACT	5
	991

Table 2

Statistics Relating To The Administration Of The Labour Relations Act
By The Manitoba Labour Board

November 1, 1981 - October 31, 1982

Type of Case	Cases Carried over from 1981	Cases Filed in 1982	Disposition of Cases				Number of Cases Disposed of 1982	Number of Cases pending
			Total	Granted	Dismissed	Withdrawn		
Application for Certification	15	61	76	41	6	18	65	11
Applications for Revocation	5	18	23	15	3	1	19	4
Applications for Board Rulings	6	14	20	8	6	2	16	4
Applictions for Amended Certificates	2	36	38	36	—	—	36	2
Applications under Section 10(1)[1]	2	2	4	4	—	—	4	—
Applications under Section 10(3)[2]	—	11	11	4	—	3	7	4
Applications under Section 22[3]	47	32	79	6	3	62	71	8
Applications under Section 55[4]	—	1	1	—	—	1	1	—
Applications under Section 57[5]	—	6	6	1	1	—	2	4
Applications under Section 66[6]	—	2	2	2	—	—	2	—
Applications under Section 75.1[7]	—	3	3	—	1	—	1	2
Applications for Reconsideration or Review	4	3	7	5	1	1	7	—
Applications for Consent to Prosecute	1	3	4	1	—	3	4	—
Applications for Termination of Bargaining Rights	—	2	2	2	—	—	2	—

[1] When an application for certification is filed with the Board, changes in conditions of employment cannot be made without the Board's consent until the application is disposed of.

[2] Within the first 90 days following certification of a union as a bargaining agent, strikes and lockouts are prohibited, and changes in conditions of employment cannot be made without the consent of the bargaining agent. Applications under this sub-section are for an extension of this period of up to 90 days.

[3] Where persons allege they have been discriminated against in respect of their employment or membership in a union, they may apply to the Board under Section 22 and the board may issue an order which may include reinstatement and/or compensation for monetary loss or interference of a person's rights.

[4] Applications requesting Board permission to suspend Collective Bargaining until a Board decision on matters concerning a new certification or revocation has been rendered.

[5] Failure to bargain collectively after notice given by other party.

[6] Collective agreements cannot be entered into for a period of less than one year without consent of the Board.

[7] Ministerial Referral requesting the Board to prepare a first Collective Agreement.

Table 3

Statistics Relating To The Administration Of The Labour Relations Act
Respecting Representation Votes

November 1, 1981 - October 31, 1982

Type of Application Involving Vote	Number Of Votes Conducted	Number of Employees Affected by Votes	Applications Granted After Vote	Applications Dismissed After Vote	Outcome Pending
Certifications	7	1810	5	2	0
Revocations	10	291	9	0	1

Table 4

Statistics Relating To The Administration Of The Employment Standards Act

November 1, 1981 - October 31, 1982

Type of Case	Applications Carried Over From 1981	Applications Filed In 1982	Total	Rulings Made	Applications Withdrawn	Number of Applications Disposed Of In 1982	Number of Applications Pending At 1982
Applications pursuant to Section 32	15	202	217	205	0	205	12
Applications pursuant to Section 35	5	85	90	65	3	68	22

Table 5

Statistics Relating To The Administration Of The Payment Of Wages Act

November 1, 1981 - October 31, 1982

Type of Case	Applications Carried Over From 1981	Applications Filed In 1982	Total	Orders Issued By The Board	Applications Withdrawn	Applications Disposed Of In 1982	Applications Pending At October 31, 1982
Applications pursuant to Section 8	81	474	555	430	31	461	94

Table 6

Statistics Relating To The Administration Of The Vacations With Pay Act

November 1, 1981 - October 31, 1982

Type of Case	Cases Carried Over From 1981	Cases Filed In 1982	Total	Orders Issued	Claims Dismissed	Claims Withdrawn	Number of Cases Disposed Of 1982	Number of Cases Pending 1982
Plant Vacation Shutdown	—	12	12	12	—	—	12	—

Table 7

Statistics Relating To Administration Of The Workplace Safety & Health Act By The Manitoba Labour Board

November 1, 1981 - October 31, 1982

Type of Case	Applications carried over from 1981	Applications filed in 1982	Total	Ruling made	Application withdrawn	No. Disposed of in 1982	Number of Applications pending 1982
Appeal of Director's Order	—	1	1	1	—	1	—
Application for Remedy of Alleged Discriminatory Action	—	9	9	4	—	4	5

The Pension Commission of Manitoba

Aidan O'Brien, Superintendent

The Pension Commission of Manitoba and the Office of the Superintendent of Pensions operate in accordance with the Pension Benefits Act of Manitoba as established July 1, 1976.

The objectives of the Commission are:

- To administer and enforce the Pension Benefits Act and its Regulations
- To actively promote the establishment, extension and improvement of pension plans in Manitoba
- To help encourage reciprocity between pension plans
- To register all pension plans filed with the Commission which meet the necessary qualifications as outlined in the Act
- To cancel the registration of any plan that is no longer solvent or that no longer complies with the Pension Benefits Act or its regulations or that is not being properly administered
- To conduct surveys, research programs and gather statistics pertaining to pensions
- To assess and collect fees for the registration and annual supervision of pension plans

With the worsening economy and the consequent increase of bankruptcies and plan terminations, the Commission has become more involved in the protection of pension benefits and the preservation of employee rights. To date, no employee has lost any rights in any plan administered by the Commission.

As in past years, the Superintendent of Pensions and the Commission Chairperson have participated in Canadian Association of Pension Supervisory Authorities (CAPSA) meetings. In recent times, the subject of discussion at the meetings has focused on current problems associated with pension plans. In June 1982, CAPSA officials distributed a package of proposals, entitled "A Consensus for Pension Reform", concerning these problems. This package represents the shared views of the participating jurisdictions.

The Chairperson of the Manitoba Commission, who is also this year's CAPSA Chairperson, was the guest speaker at the Canadian Pension Conference in Ottawa, where he presented "A Consensus for Pension Reform" to senior pension officials from across the country.

The Superintendent has also been involved in a wide range of pension-related activities in which he has provided advice and consultation to both government and private groups. In addition, the Superintendent has met with senior officials of the Manitoba Federation of Labour to arrange a co-sponsored seminar in connection with union negotiated plans. It is anticipated the seminar will take place in February or March 1983.

One of the major roles of the Pension Commission is to analyze pension issues and develop policies which will improve the current inequities associated with the private pension system. In performing this function, the Commission has reviewed the proposals outlined in the CAPSA document and has arrived at recommendations. At the time this report was being prepared, the major recommendations initiated by the Commission were being compiled in a summary to be furnished to the Minister of Labour and Manpower. Public hearings are expected to be scheduled in January or February 1983 to consider these recommendations.

Commission personnel administered 1,049 pension plans, an increase of 59 plans since last year's reporting. The staff continued to be active in administering the Act and Regulations, by monitoring all pension plans in relation to plan membership, annual contributions, amendments, fund surpluses, benefits for terminated members, pension formulae, and the investment of pension fund assets.

In keeping with the Commission's mandate of promoting pensions and making information on pensions more accessible, its personnel participated in numerous seminars and speaking engagements, focusing on retirement planning, women and pensions, pension legislation, pension reform and other related topics. Staff also continued, as in past years, to answer telephone, mail and in-person queries from the general public.

The Commission's booklet, "Some of the Things You Wanted to Know About Pensions . . . But Were Afraid to Ask" is now in its fourth printing. As well, the booklet, "Sister, Will You Have A Dime", first introduced in 1981, continues to be distributed.

A new booklet produced by the Pension Commission in 1982, is entitled "More or Less Than You Bargained For?" This booklet examines all aspects of union negotiated trusteed pension plans. It was compiled as a result of numerous requests received from union employees who wish to have more detailed information regarding union pension plans.

In June, the Pension Commission was appointed for the 1982 term. The members, who represent business, labour, education, health and retirees are:

Mr. W. Battershill,
Mr. J. Friesen,
Mr. J. Corp, Chairperson,
all reappointments, and
Ms. G. Cordes
Mr. G.H. Enns
Prof. J. Hofley
Ms. M. Thompson
Mr. G. Yurchak
Ms. J. Minish, Vice-Chairperson,
all new members.

INDUSTRIAL RELATIONS DIVISION

Maurice C. Eyolfson
Assistant Deputy Minister

Employment Standards

R.H. (Bob) Moggey, Director

The Employment Standards Branch is responsible for the administration and enforcement of legislation concerning minimum standards in such matters as hours of work, vacations, general holidays, wages and their payment, maternity leave, termination of employment and equal pay.

In doing so, the Branch observes four principal objectives:

- To improve standards relating to the terms and conditions of employment in Manitoba by operating effective enforcement and educational programs
- To increase public awareness of the rights and obligations given employers and employees under law, and the availability of services to uphold those rights
- To establish and maintain a high degree of efficiency in collecting wages by effectively using available resources and manpower
- To establish and maintain effective investigative and enforcement techiques to ensure compliance with existing standards.

A prime function of the Branch is the collection of wages which are found owing to employees. Action to recover wages is taken when a Branch officer finds that wages are owing, or when an order is issued by the Manitoba Labour Board.

In this reporting year the total number of complaints handled increased 5.1% over last year. Through an active enforcement program in the County Court system, wages totalling $107,774.03 were collected as a result of Judgements. Total wages adjustments increased by 16.5% over the previous year. During the year, the Winnipeg office handled 42,524 telephone calls and 7,137 visits by persons filing complaints or requesting information.

The Branch continues to emphasize its educational role in helping the public to achieve a better understanding of employment standards legislation. During the year, staff were called upon to give 162 lectures which were attended by 6,896 persons.

Workers Advocate

The Workers Advocate position was created to provide assistance, including the provision of counselling, direction and information, and to represent complainants at hearings before the Workers Compensation Board. These services are usually requested by persons who have been denied compensation benefits, rehabilitation, expenses, wage increases, wage supplements, pensions or pension increases. Due to publicity as a result of government inquiries and investigations into the operation of the Workers Compensation Board, the number of requests for assistance increased by 90% in 1982. Requests for Workers Advocate Services are received from the individual worker, lawyers, the Workers Compensation Board, government officials and from various union representing workers. The total number of complaints, hearings, counselling and inquiries were handled by one Workers Advocate. A new Workers Advisors Branch, under the Department of Northern Affairs was officially opened on September 17, 1982, and the Workers Advocate in this Department is now winding down these activities in order to concentrate on other duties within the Department.

During 1982, the Workers Advocate:

- handled 691 requests for counselling, direction, hearing recommendations or information
- initiated a total of 77 cases which have been finalized or are still in progress
- held 43 hearings before the Workers Compensation Board
- recorded 31 positive rulings in favour of workers who went before the Workers Compensation Board, Medical Panel or the Rehabilitation Department.

The Payment of Wages Fund

The Branch administers The Payment of Wages Fund which was established to protect the wages, up to a maximum of $1,200.00 in any one year, of all workers under Provincial jurisdiction. Due to the significant increase in the number of receiverships, bankruptcies and closures, a total of $388,675.19 was advanced from the Fund to 1,044 employees from 135 companies.

The Branch, upon receipt of a complaint with respect to unpaid wages, will attempt to recover the outstanding monies from the employer. However, if such recovery is thwarted or results in a protracted battle, the Fund is utilized to ensure payment to employees as quickly as possible.

Table 1

Number Of Inspections Made And Notices Issued Under The Employment Standards Act, Minimum Wage Regulations, The Vacations With Pay Act and The Payment of Wages Act — By Industry

November 1, 1981 - October 31, 1982

Industry	Number of Calls and Claim Investigations	Number of Routine Inspections[1]	Estimated Number of Employees in Establishments Investigated and Inspected	Number of Notices Issued	Number of Items Contained In Notices
Forestry	10	—	9	—	—
Mining	41	—	28	—	—
Manufacturing	703	5	3,536	—	—
Trade	2,439	18	3,839	5	7
Services	5,390	68	7,177	10	19
Transportation	145	2	152	—	—
Farming	93	3	106	—	—
Domestic Service	26		19	—	—
Total	8,847	96	14,866	15	26

[1] In the course of a year, more than one inspection may be made of the same establishment.

Table 2

Number Of Inspections Made and Notices Issued Under The Schedules of The Construction Industry Wages Act

November 1, 1981 - October 31, 1982

Area of Coverage	Number of Calls and Claim Investigations	Number of Routine Inspections[1]	Estimated Number of Employees in Establishments Investigated and Inspected	Number of Notices Issued	Number of Items Contained in Notices
Greater Winnipeg[2]	219	—	253	—	—
Major Building Projects[2]	—	—	—	—	—
Rural Schedule:					
Part I[3]	103	—	106	2	2
Part II[4]	16	77	382	—	—
Part III[5]	103	109	174	—	—
Heavy Construction	193	79	519	—	—
Total	634	265	1,434	2	2

[1] In the course of a year, more than one inspection may be made of the same establishment.
[2] The Greater Winnipeg and Major Building Construction Wage Schedule applies to the area within a 30 mile radius of The City of Winnipeg and all major building projects throughout the entire Province.
[3] Rural Manitoba.
[4] Brandon and Portage la Prairie.
[5] The area of north latitude 54° and the Town of The Pas.
[6] The Heavy Construction Wage Schedule applies to heavy construction throughout the entire Province.

Table 3

November 1, 1981 - October 31, 1982

Report Of Wage Adjustments

Legislation	Number of Employers Affected	Number of Employees Affected	Total Wage Adjustment
Employment Standards Act			
Section 31[1]	154	517	$ 27,987.33
Section 34[2]	51	150	8,638.40
Section 34(17)[3]	26	33	5,028.64
Section 35[4]	327	441	258,410.35
Part IV[5]	—	—	—
Minimum Wage Regulations			
Greater Winnipeg	144	167	$ 17,404.34
Other	42	55	3,712.45
Payment of Wages Act			
Greater Winnipeg	441	615	$169,188.51
Other	126	195	40,823.65
Construction Industry Wages Act[6]			
Greater Winnipeg	29	78	$ 47,895.61
Major Building Projects	—	—	—
Heavy Construction	18	42	12,535.81
Rural Schedule:			
Part I	8	15	4,761.95
Part II	3	18	4,661.46
Part III	3	4	3,596.15
Vacations With Pay Act	750	912	100,896.46
Total	2,122	3,242	$705,541.17

[1] Payment of overtime.
[2] Relating to the general holidays provisions respecting employees covered by the Act other than construction workers.
[3] Relating to the general holidays provision for construction workers.
[4] Termination of employment.
[5] Part IV of The Employment Standards Act deals with equal pay provisions.
[6] See Table 2 footnotes 2 through 6.

Table 4

Record of Claims Finalized Under Section 35 Of The Employment Standards Act[1]

November 1, 1981 - October 31, 1982

	Claims Filed with Employment Standards Branch			Disposition of Claims by Employment Standards Branch				Disposition of Claims Referred to Manitoba Labour Board			
Industry	By Employers	By Employees	Total Claims Filed	Number of Claims Finalized	Amount Paid to Employees	Amount Returned to Employers	Number of Claims not Upheld	Number of Claims Upheld	Amount Paid to Employees	Amount Returned to Employers	Number of Claims not Upheld
Garment Manufacturing	54	23	77	48	$ 2,298.00	$ 5,744.25	25	2	$ 442.23	$ 273.10	2
Other Manufacturing	66	114	180	91	17,067.23	10,938.17	73	8	4,003.40	1,068.52	8
Transportation	8	12	20	7	1,273.77	676.12	12	–	259.50	–	1
Trade	64	195	259	138	31,452.34	297.95	115	3	2,410.52	531.76	3
Service	133	277	410	208	33,230.11	19,673.95	187	9	2,381.82	1,190.85	6
Hotels and Restaurants	234	249	483	300	22,734.89	24,800.58	153	14	3,813.74	2,167.79	16
Mining	–	98	98	98	150,354.01	–	–	–	–	–	–
Forestry	–	1	1	–	–	–	1	–	–	–	–
Domestic	–	–	–	–	–	–	–	–	–	–	–
Agriculture	–	–	–	–	–	–	–	–	–	–	–
Total	559	969	1,528	890	$258,410.35	$62,131.02	566	36	$13,311.21	$5,232.02	36

[1] Section 35 of The Employment Standards Act prohibits the termination of employment without notice and applies to both employers and employees.

Table 5

Prosecutions Under Legislation Administered By The Employment Standards Branch

November 1, 1981 - October 31, 1982

Legislation	Number of Employers Prosecuted	Number of Charges Laid	Number of Convictions on Charges	Number of Charges Stayed	Number of Charges Dismissed	Number of Charges Pending
Employments Standards Act	–	–	–	–	–	–
Minimum Wage Regulations	–	–	–	–	–	–
Construction Industry Wages Act	–	–	–	–	–	–
Vacations With Pay Act	–	–	–	–	–	–
Wages Recovery Act	–	–	–	–	–	–
Payment of Wages Act	2	4	4	–	–	–
Department of Labour Act	–	–	–	–	–	–
Total	2	4	4	–	–	–

Table 6

Number of Construction Industry Complaints
By Type Under The Schedules of The
Construction Industry Wages Act, The Vacations With Pay Act
And The Employment Standards Act (Section 34(17))

November 1, 1981 - October 31, 1982

Area of Coverage[1]	Type of Complaint			
	Wages	Vacation Pay	General Holiday Pay	Total
Greater Winnipeg and Major Building Projects	93	66	16	175
Rural Schedule:				
Part I	19	6	3	28
Part II	1	2	1	4
Part III	4	3	—	7
Heavy Construction	74	47	35	156
Total	191	124	55	370

[1] See Table 2 footnotes 2 through 6

Table 7

Number of Complaints By Type and Industry[1] Under The
Vacations With Pay Act, The Employment Standards Act,
The Minimum Wage Regulations and The Payment of Wages Act

November 1, 1981 - October 31, 1982

Industry	Type of Complaint					
	Vacation Pay	Equal Pay	Wages	Termination	General Holiday Pay	Total
Forestry	—	—	2	2	—	4
Mining	1	—	2	1	—	4
Garment Manufacturing	53	—	55	77	3	188
Other Manufacturing	145	—	182	174	14	515
Transportation and Storage	17	—	56	26	10	109
Trade	434	—	544	362	52	1,392
Service Stations	16	—	38	19	5	78
Hotels and Restaurants	394	—	666	476	72	1,608
Other Services	421	—	618	404	61	1,504
Farming	26	—	—	—	—	26
Domestic	11	—	—	—	—	11
Equal Pay	—	—	—	—	—	—
Total	1,518	—	2,163	1,541	217	5,439

[1] Excluding construction (See Table 6).

Table 8

Total Number of Complaints By Type Under The Construction Industry Wages Act, The Vacations With Pay Act, The Employment Standards Act, The Minimum Wage Regulations And The Payment Of Wages Act

November 1, 1981 - October 31, 1982

		Type of Complaint				
Year	Wages	Vacation Pay	Termination Pay	General Holiday Pay	Equal Pay	Total
1978-79	2,149	1,561	1,553	300	1	5,564
1979-80	2,148	1,494	1,786	318	—	5,746
1980-81	2,248	1,379	1,629	269	1	5,526
1981-82	2,354	1,642	1,541	272	—	5,809

Table 9

Report On The Number Of Pay-Outs By Type Where Monies Were Advanced To Unpaid Wage Earners From The Payment of Wages Fund

	Number of Employers	Number of Employees	Amount Paid	Amount Recovered
Bankruptcies	32	551	$171,283.17	$ 6,432.09
Receiverships	23	236	124,172.21	11,701.46
Closures	66	176	71,776.95	1,480.58
Business Still Operating	14	81	21,442.86	662.11
Total	135	1,044	$388,675.19	$20,276.24

Table 10

Special Permits Issued By The Employment Standards Branch

November 1, 1981 - October 31, 1982

The Employment Standards Act and The Minimum Wage Regulations	
Child Employment	689
Handicapped Workers	1
Change of Pay Period	—
Total	690

Table 11

Number Of Judgements Filed

November 1, 1981 - October 31, 1982

The Payments of Wages Act		
1. Judgements Filed During Period	384	$470,892.38
2. Wages Collected on Judgements Filed During Period		$ 44,530.57
3. Wages Collected on Judgements Outstanding at Beginning of Period		63,243.73
4. Judgements Outstanding[1]	491	580,139.74

[1] Judgements outstanding refer to those outstanding at the end of period as compared with those filed during the period.

Table 12

Remembrance Day Permits Issued For November 11, 1982

Urban	5
Rural	6
Total	11

Table 13

Enquiries Received

Month	Telephone Calls[1]	In-Person[2]
November, 1981	4,139	641
December, 1981	4,018	685
January, 1982	3,890	540
February, 1982	3,409	538
March, 1982	3,914	549
April, 1982	3,256	370
May, 1982	2,819	538
June, 1982	3,153	697
July, 1982	3,406	584
August, 1982	3,541	691
September, 1982	3,748	707
October, 1982	3,231	597
Total:	42,524	7,137

[1] On two enquiry telephones only — excludes calls on other lines

[2] Winnipeg Office only — records not available for Brandon and Thompson

Conciliation Services

N.E. Pound, Director

The broad goal of the Conciliation Services Branch is to promote and maintain harmonious labour-mangement relations in Manitoba. In doing so, the Branch has five objectives:

- To respond to applications for conciliation assistance upon request from labour and/or management when there is an impasse in direct negotiations
- To avert work stoppages through third party assistance
- To assist in resolving work stoppage situations which have developed
- To assist in resolving teacher/school board disputes upon request from the Minister of Education
- To increase public awareness of the function of conciliation services through seminars and classroom participation

The Branch's main activity, as its name indicates, is to provide conciliation services to employers and employees, since third party assistance can often help to resolve disputes in the collective bargaining process. In order to enhance free collective bargaining and to make the parties more responsible, conciliation was made voluntary in 1973. Prior to that, it had been compulsory under the Labour Relations Act.

The Branch's focus and direction are to continue to provide assistance through conciliation where requests are made during difficult collective bargaining situations, and to provide guidance and information on labour relations matters to those groups or individuals where the need may arise.

During the reporting year, November 1, 1981 to October 31, 1982, there were 12 work stoppages involving 2,940 bargaining unit workers, which accounted for 74,142 lost working days. Over 90% of the lost working days occurred in situations where no request was made for conciliation services, or prior to such a request being made.

Over 88% of the lost working days took place during November and December 1981, primarily in the mining industry. During the period January to October 1982, seven work stoppages occurred compared with 33 for the same period in 1981.

Approximately 890 collective agreements came up for negotiation in this reporting period. Of this number, over 720 were resolved without third party assistance or work stoppage.

Provincial Conciliation Officers were active in 205 cases which involved 28,685 organized employees. Of the total, 187 cases came under the Labour Relations Act and 18 under the Public Schools Act. Of those under the Labour Relations Act, 159 were settled without work stoppages, while three were settled after a work stoppage. In seven cases, conciliation was suspended or the union certification revoked, and one case was submitted to arbitration under the Fire Fighters' Arbitration Act. Unresolved were 17 cases which have been carried over to the next reporting year. Under the Public Schools Act 4 cases went to binding arbitration, while 14 cases were settled at the conciliation or post-conciliation level.

Table 1

Statistics Relating To Conciliation Services
Under The Labour Relations Act
November 1, 1981 - October 31, 1982

Assignments carried over from previous year		18
Assignments received during reporting year[1].		169
Total Assignments in process during reporting year		187
Assignments disposed of during reporting year		170
(A) Settled in conciliation without work stoppage	159	
(B) Settled following work stoppage[2].	3	
(C) Conciliation suspended or certification revoked	7	
(D) Referred to Arbitration[3].	1	
Assignments being processed at the end of reporting year		17
Percentage of Assignments finalized without work stoppage		97.6%
Total number of employees involved 24,905		

Note: 1. This will reflect 98 requests under Section 59 of the Labour Relations Act involving 169 bargaining units. Two central table collective bargaining situations accounting for 79 bargaining units (or assignments).
2. In two cases strike situations developed prior to conciliation proceedings.
3. Winnipeg Fire Fighters.

Table 2

Statistics Relating To Conciliation Services
Under The Public Schools Act

November 1, 1981 - October 31, 1982

Assignments received during reporting year		18
(A) Settled in Conciliation	11	
(B) Settled following C/O Report (Post Conciliation)	3	
(C) Referred to Arbitration	4	
Number of Teachers Affected	3,780	
Percentage of Settlements prior to Arbitration	77.8%	

Table 3

Number Of Work Stoppages, Workers Involved And
Working Days Lost by Industry

November 1, 1981 - October 31, 1982

Industry	Number Of Work Stoppages	Estimated Number of Workers Involved	Estimated Number of Working Days Lost
Manufacturing	8	914	14,145
Service	1	25	163
Construction	1	85	85
Mining	2	1,916	59,749
Total	12	2,940	74,142

Table 4

Number of Work Stoppages, Workers Involved And
Working Days Lost By Year

1977 - 1982

Year	Number Of Work Stoppages	Estimated Number Of Workers Involved	Estimated Number Of Working Days Lost
1977 - 78	37	6,942	284,736
1978 - 79	31	2,960	38,860
1979 - 80	50	4,075	72,593
1980 - 81	35	5,785	122,486
1981 - 82	12	2,940	74,142

MANPOWER DIVISION

Doug Davison
Assistant Deputy Minister

Federal-Provincial Training Agreements Branch

Alex Berg, Director

The Federal-Provincial Training Agreements Branch works with Federal and Provincial departments to coordinate the Canada Employment and Immigration Commission's purchase of occupational training services from the Province.

The objectives of the Branch are:

- To ensure that training services provided under the Canada-Manitoba Training Agreement are directed to meet jointly identified priority labour market needs and training requirements of the Province
- To coordinate and improve the efficiency of federal-provincial occupational training programs to better meet current and future labour market needs
- To ensure that the parties comply with the terms and conditions of the Canada-Manitoba Training Agreement, and to support the Canada-Manitoba Labour Market Needs Committee in carrying out its responsibilities, established under the Agreement

Termination of the Canada-Manitoba Adult Occupational Training Agreement by Canada on March 31, 1982 necessitated negotiating an extension to that Agreement. The extension to August 31, 1982, allowed a five-month interval during which the House of Commons of Canada, on June 22, 1982, passed Bill C-115, an Act to Establish a National Program for Occupational Training, to be known as the National Training Act. Passage of this Act precipitated a concentrated period of negotiations with the Government of Canada, represented by the Canada Employment and Immigration Commission, to enter into a multi-year Agreement before August 31, 1982.

This Branch was actively involved in the negotiations for the new Training Agreement which was formally concluded on September 29, 1982 and signed on behalf of Canada by the Chairman of the Canada Employment and Immigration Commission and the Minister of Employment and Immigration, and on behalf of Manitoba, by the Minister of Labour and Manpower. The Agreement is effective from the first day of September, 1982 covering the three fiscal years ending March 31, 1985, during which it is expected Canada will contribute $40 million annually in support of occupational training in the Province.

The responsibilities of the Branch are directly related to the administration of the Canada-Manitoba Training Agreement, which provides for Federal participation in occupational training in the Province. It establishes a formal consultative and co-ordinating mechanism called the Canada-Manitoba Labour Market Needs Committee whose purposes are to assess the requirements of the labour market for skilled workers and the means to meet such needs; and to assist the parties in the administration of the Agreement. In carrying out its responsibilities the Labour Market Needs Committee takes into consideration the potential contribution and impact on training activities under this agreement of complementary labour market programs and policies.

Federal and Provincial departments together with representatives of business and labour, through joint consultation, continued throughout 1982 to adjust training capacities to meet priority labour market needs, and to arrange for funding and training course development to support industrial training for higher level trade skills.

Consistent with the Training Agreement, financial assistance may be provided by the Canada Employment and Immigration Commission to the Province, and to non-profit organizations under the Skills Growth Fund, on the recommendation of the Canada-Manitoba Labour Market Needs Committee. The purpose of the fund is to stimulate expansion and modernization of training facilities required to overcome present and anticipated shortages of workers in occupations of national importance and to provide appropriate training for members of special target groups to enhance their employment opportunities.

Subsequent to the signing, and in accordance with the Training Agreement, the Branch worked jointly with representatives from Employment and Immigration Canada to develop the organizational and functional aspects of the Canada-Manitoba Labour Market Needs Committee, including a Human Resources Advisory Committee which has representation from organized labour and employer groups, and several sub-committees and working groups. It is expected that the Canada-Manitoba Labour Market Needs Committee, under its new structure will provide improved consultative mechanisms and ensure closer co-ordination of Federal and Provincial training programs and services.

For the fiscal year ending March 31, 1982, in accordance with the previous Federal-Provincial Adult Occupational Training Act Agreement, purchases by the Federal government for institutional training in the Province as at April 30, 1982, amounted to $16,536,458 (including

$769,058 to private institutions), which provided 623,115 gross training days and accommodated 10,486 training places for adults. For the same period, the Federal government paid $5,301,000 for 5,390 training places under its Industrial Training Program, and $1,932,000 for 460 trainees under the Critical Trade Skills Training Program.

Immigration and Settlement Branch

Elizabeth Carriere, Director

The Immigration and Settlement Branch is responsible for the development of policies and programs which enable the Provincial government to respond to issues related to immigration, demography, and citizenship.

Major objectives of the Branch are:

- To promote immigrants' swift and effective attainment of self-sufficiency and ability to participate fully in the social and economic life of Manitoba by increasing the responsiveness and accessibility of existing services
- To review, assess and coordinate the delivery of Federal, Provincial and voluntary sector settlement services available in Manitoba
- To ensure that orientation, language and citizenship material are developed and coordinated
- To provide, in conjunction with other departments, analysis of issues concerning immigration, citizenship and demography
- To contribute to the establishment of a manpower strategy based on the utilization of domestic and off-shore workers and resources that is consistent with Manitoba's economic development, labour market dynamics and demographic characteristics
- To participate in the development of a migration data collection system and ensure that ongoing population data analysis is carried out
- To provide consultation, advice and dollar support to the voluntary sector for the delivery of settlement services
- To ensure that levels and composition of immigration to Manitoba: support the attainment of Manitoba's demographic, humanitarian, economic and labour market goals; and reflect Manitoba's absorptive capacity with respect to the labour market, health and social services.

As part of its ongoing activities, the Branch has undertaken several reviews and projects jointly with other Manitoba government departments on matters relating to: screening offshore recruitment of workers; special health and community service needs of refugees and other immigrants; reviewing policies and programs for Citizenship Education/English as a Second Language and developing and translating settlement orientation material for immigrants.

Regular participation with government and non-government agencies in a wide range of activities related to immigrant newcomers has taken the form of advice, consultation, coordination, organizational and analytical support, program development, and dollar support.

Over the reporting year there has been an increased demand for demographic data concerning immigrants, as well as requests for informational background for program design and coordination. To meet these needs more effectively, the Branch standardized statistical reporting and is developing access and reporting mechanisms for more detailed and up-to-date immigration statistics.

These activities will also result in more thorough analyses of the relationship between immigration levels and composition and the provision of services. Such information is an essential element in the Branch's preparation of the annual position on immigration levels which is communicated to the Federal Minister of Employment and Immigration as per Section 7 of the Federal Immigration Act. This represents Manitoba's input in the Federal determination of the size and composition of Canada's immigrant intake for the following calendar year.

Areas of Branch activity and initiative during 1982 included:

An Agreement Concerning Refugees With Special Needs — Special Program To Assist Refugees (SPAR)

This program, which is based on an agreement between the Minister of Labour and Manpower and the Federal Minister of Employment and Immigration, facilitates private sponsorship and the resettlement in Manitoba of refugees with special needs. Since its initiation in the fall of 1981, the program has been of benefit to 14 refugees and their families. Ten unaccompanied minors and four disabled refugees have been admitted under the program. It is expected that about 25 special needs cases will be aided by this program by the end of 1982, and a similar number of cases are anticipated in 1983. SPAR, developed by the Branch, has served as a model for other provinces in their humanitarian response to the plight of special needs refugees. The United Nations High Commission for Refugees (UNHCR) has indicated its apprecia-

tion for the lead role Manitoba has taken through this program and for the example the Province has provided to other refugee-receiving nations.

Newcomers Guide to Manitoba

A manual of settlement services and a guide to living in Manitoba is being developed for new immigrants to the Province and for professionals in the field of immigrant settlement. Fourteen chapters of the manual were field tested in Vietnamese, Spanish, Chinese and English during the summer and fall of 1981 and 1982. Approximately $59,000.00 will be spent in this fiscal year in the production of the English, Spanish and Vietnamese versions. The production and printing of the final Chinese, Spanish, and Vietnamese versions is scheduled for completion early in 1984.

Welcome News

A joint effort by the Immigration and Settlement Branch and the Winnipeg School Division No. 1, "Welcome News" is a graded English language newspaper which is used as a resource by teachers and students in English as a second language (ESL) classes. "Welcome News" was published five times between September and June, and approximately $5,000.00 is expected to be expended in this fiscal year. A budget of $6,000.00 is planned for 1983-84 for the continued production of this newspaper.

Based on existing Federal-Provincial agreements, it is estimated that approximately $33,000.00 of the cost of producing "Welcome News" and the "Newcomers Guide to Manitoba" will be recovered from the Federal Government during the 1982-83 fiscal year.

Citizenship Educational/ESL Learning Materials Development

The availability of appropriate learning materials for adult ESL students has been an area of concern to the Branch. In late 1981 and early 1982 a staff member, along with his counterpart in the British Columbia Ministry of Education, organized and delivered an inter-provincial symposium on Citizenship Education/ESL Materials Development. The project received funding from the Department of the Secretary of State through a provincial teachers' organization. The major outcome of the event was the compilation and labelling of all English materials of this type produced in Canada to date. Multiple sets of this material are to be distributed across the country to all teacher training institutions and provincial teacher organizations.

Interdepartmental Working Group on Adult ESL

In response to a request for assistance from the Citizenship Coordinator at the International Centre, the Branch is developing new teaching materials and audio visual aids for classes which prepare applicants for their citizenship hearings. It is expected that at least one and perhaps a series of video taped lessons will be made and shown regularly on community cable TV.

Volunteers in Public Service Program

The Volunteer Coordinator placed with the Westman Multicultural Council in Brandon is in the second year of a two year contract. The Westman Multicultural Council is an affiliation of ethnic groups and organizations in the South West area of Manitoba. These groups provide a range of services to immigrant newcomers, ethnic organizations and the multicultural community in that area of the Province.

Volunteers have been recruited and trained to provide services to meet a variety of needs within the community. For example, volunteer tutors have been providing valuable English language instruction to students in many Brandon schools, and a pool of interpreters is being organized to be available, to the police, hospitals and social service agencies in their dealings with non-English speaking residents. The co-ordinator of Volunteers position is made available through the Employment and Youth Services Branch.

Immigrant Women

In cooperation with the Women's Bureau, the Branch has taken a lead role in the assessment of and response to the needs and concerns of immigrant women. Activities in this area have included attendance at and presentations to local and national immigrant women's conferences, coordinating Manitoba Government responses to issues raised by immigrant women and informing other Manitoba government departments of the special problems of immigrant women.

Employment Development

Rising unemployment generally, and the effect this has had on Manitoba's immigrant, and particularly refugee populations has led the Branch to direct resources toward examining this problem and the options for addressing it. Insufficient language ability, inadequate orientation to the Canadian job market as well as non-equivalency of credentials have contributed to a

higher rate of unemployment and underemployment within this special needs group. Many of Manitoba's most recent refugees and other immigrants have been caught in a squeeze between limited personal financial resources and worsening economic conditions.

The Branch recently undertook an in-house study exploring the relationship between immigration and the labour market. Results will be available in early 1983.

Refugee Mental Health Needs Assessment

The Branch provided funding for the research coordinator to document information concerning the mental health needs of Southeast Asian refugees in Manitoba and the availability of resources to meet these needs. The project was coordinated by the Canadian Mental Health Association — Manitoba Chapter. Additional funding for the study was provided by the Canada Employment and Immigration Commission and the Department of the Secretary of State.

The study was undertaken from April 1982 to August 1982, by a team of three researchers and focused on gathering information from three major areas: the refugees themselves, sponsors and volunteers and social service agencies. In order to complete the refugee portion of the study, members from the Southeast Asian Community were recruited and trained as interviewers. A total of 69 households, representing 338 refugees, were interviewed for the study. As well, 43 sponsors and volunteers from Winnipeg, Steinbach, Morden and Brandon met with the study team and provided information on the mental health needs of approximately 737 refugees with whom they had contact. A report on the findings of the study will be available in early 1983.

Newcomer Services Support Program (NSSP)

The Newcomer Services Support Program was introduced in the 1982-83 fiscal year in order to provide immigrants to Manitoba with a greater opportunity to participate actively, responsibly, and in an informed way in the life of the Province.

A maximum of $25,000.00 will be available for the program in the 1982-83 fiscal year. NSSP will promote and support the efforts of non-government organizations in Manitoba in the design and delivery of orientation and settlement programs for immigrants to the Province.

There are three grant categories:
- Settlement Materials and Project Development
- Community Group Development
- Settlement and Adaptation Research

Priority is given to projects which address the language and employment needs of immigrants, and up to 100% of project costs will be considered for funding. Capital costs, such as construction or renovation of facilities are not included.

Incorporated, non-profit, non-governmental organizations or individuals or groups supported by such an organization are eligible for funding under NSSP.

Committee Responsibilities

The Branch's responsibilities for immigration, citizenship, demography and settlement require staff involvement on several standing committees as well as committees established to examine specific issues. These include the Immigration Subcommittee of the Manpower Needs Committee, the ESL Advisory Committee, the Federal-Provincial ESL Needs Assessment Committee, Provincial ESL Conference Planning Committee, TESL Canada Council (the Branch is the representative for the Manitoba government), the Data Users Planning Committee, the Education Committee of the Refugee Workers Training Program, the Steering Committee for Refugee Mental Health, and other coordinating and planning groups dealing with immigration matters.

Immigration Levels

The total number of landings to Canada during 1981 and the first six months of 1982 was 190,764. The figure for Manitoba during this same period ending June 30, 1982 is 7,697. This represents 4.0% of the Canadian total during this 18 month period.

The shift from Europe to Asia as the major source continent for immigration to Canada during 1980-81 was reversed in 1981-82. Fifty per cent of all immigration to Canada during 1980 was from Asian countries. During 1981 and the first six months of 1982, 37.8% and 34.8% respectively of immigrants were from Asian countries. The European proportion has grown from 28.7% in 1980, to 35.9% in 1981, and to 38.2% in the period January to June, 1982.

The profile for Manitoba, while corresponding generally to this trend, shows a higher percentage of newcomers from Asian source countries than is shown in the Canadian total. During 1981, 33.5% of all landings destined for Manitoba were of European origin, while 51.6%

were of Asian origin; from January to June, 1982 the proportions were 35.5% European and 47.3% Asian source countries.

The Canadian refugee intake projected for 1982 (14,000) is similar to the actual 1981 level (14,971), but significantly lower than the 1980 level (40,348). Manitoba has tended to receive a higher proportion of the Canadian refugee movement than it has of the total immigration movement; 5.5% of the refugee movement as compared to 4.2% of the total movement for 1981, and 4.2% as compared to 3.8% for the first six months of 1982.

A trend to fewer private sponsorships of Southeast Asian refugees will likely continue as those already here undertake to sponsor relatives who remain in refugee camps. Private group sponsorships will likely be concentrated on sponsoring special needs cases.

The planned intake of Eastern European and Southeast Asian refugees for 1983 has been reduced from the 1982 planned levels. Increases however, are planned for the Latin American, African, and Middle East refugee movements. There is a projected overall reduction of 4,000 refugees from 14,000 in 1982 to 10,000 in 1983 with a 2,000 uncommitted contingency reserve. The number of refugees privately sponsored is not counted as part of the level, but will be in addition to it.

Table 1

Immigrants Destined To The Labour Force In Manitoba
By Occupational Group

Occupational Group	Number	%
Landed Immigrants (January to June, 1982)		
Total Workers — 1,124		
Top 6 Occupational Groups		
Product Fabricating & Repair	122	10.9
Natural Sciences	101	9.0
Farm, Hort., Animal Husbandry	93	8.3
Clerical	91	8.1
Medicene and Health	91	8.1
Service	78	6.9
Temporary Workers (January to August, 1982)		
Total Workers — 3,139		
Top 6 Occupational Groups		
Artistic, Literary, Performing Arts	750	23.9
Teaching	419	13.4
Service	368	11.7
Farm, Hort., Animal Husbandry	294	9.4
Product Fabricating & Repair	245	7.8
Managerial & Administration	232	7.4

SOURCE: Canada Employment and Immigration Commission visitor documentation and quarterly landing reports.

Table 2

Immigration To Manitoba By Class*

	Family Class		Assisted Relative		Independent		Refugees and Designated		Total	
	1981	1982	1981	1982	1981	1982	1981	1982	1981	1982
Canada	50,019	23,796	17,589	7,160	45,032	23,737	14,971	7,460	128,611	62,153
Manitoba	2,346	1,056	609	177	1,586	740	817	366	5,358	2,339
Manitoba % of Total	4.7%	4.4%	3.5%	2.5%	3.5%	3.1%	5.5%	4.9%	4.2%	3.8%

*1981 Data – January to December, 1981
Source: Annual Report to Parliament on Immigration Levels, 1983
*1982 Data – January to June, 1982
Source: Federal CEIC landing reports

Table 3

Immigration By Source Continent
Canada and Manitoba

Continent	Canada				Manitoba			
Sub-Region	1981		1982*		1981		1982*	
	No.	%	No.	%	No.	%	No.	%
Europe	46,091	35.9	23,741	38.2	1,787	33.5	831	35.5
Asia	48,483	37.8	21,634	34.8	2,756	51.6	1,106	47.3
Africa	4,866	3.8	2,266	3.7	73	1.4	49	2.1
Australia	1,315	1.0	527	0.8	20	0.4	17	0.7
Caribbean	8,572	6.7	4,352	7.0	118	2.2	64	2.7
South America	6,097	4.7	3,646	5.9	216	4.0	99	4.2
North & Central	11,471	8.9	5,023	8.1	341	6.4	163	7.0
Oceania	934	0.7	625	1.0	14	0.3	9	0.4
Not Stated	592	0.5	339	0.5	15	0.3	1	—
Total	128,421		62,153		5,340		2,339	

SOURCE: Federal CEIC landing reports.
*January - June, 1982

Training and Development

D. McCulloch, Director

The Training and Development Branch is responsible for the development and administration of four major program and service areas:

- Apprenticeship Training and Trade Certification
- Employment Support and Counselling Services
- Selkirk Training Plant
- Career Resources Centre (Thompson)

The development and administration of these programs and services falls within two major branch objectives:

- to develop and deliver training and employment programs and services beneficial to Manitoba and
- to assist Manitobans to actively participate in the labour force.

Apprenticeship, Training and Trade Certification

The four major objectives of the Apprenticeship Training and Trade Certification Unit are:

- to establish and maintain standards of competency for persons working in designated trades and to assist these persons in attaining standards via Apprenticeship training programs
- to examine and certify persons, who have either successfully completed their Apprenticeship training, or who have proven lengthy experience in the trade
- to promote a greater utilization of Apprenticeship training as a means to

develop skilled tradespersons and to expand the number of apprenticeable trades
- to maintain and upgrade the standard of service in the fields of hairdressing, barbering, beauty treatment and manicuring, including examination of skills competency and issuance of licences

In keeping with its objectives, the Apprenticeship unit also undertakes responsibility for the administration of three Acts and their related regulations:
- The Apprenticeship and Tradesmen's Qualifications Act
- The Barbers Act
- The Hairdressers Act

During 1982, the unit continued to handle a wide range of activities with respect to Apprenticeship training. These included: processing Apprenticeship applications, registering agreements of Apprenticeship, counselling apprentices and prospective apprentices, monitoring on-the-job training and arranging for necessary in-school training. Development, evaluation and revision of both in-school and on-the-job training curricula and outlines, development and administration of trade examinations, including issuance of certificates, as well as investigating and promoting new trade areas for apprenticeship training and certification, continued in 1982. Employer and employee participation was sought in the ongoing development of the apprenticeship training and certification programs. This input was coordinated by the Apprenticeship and Tradesmen's Qualifications Board, as well as by a network of Trade Advisory Committees. Promotion of apprenticeship training as well as distribution of apprenticeshp guidance information continued to be another important function of this unit. In maintaining and upgrading skill standards of barbers and hairdressers, the unit also develops and administers examinations and issued licences.

In 1982, the Aircraft Mechanic Trade was designated for apprenticeship training. In addition, extensive discussion and investigation of both cooks and bakers occurred, with a view to designating these as apprenticeable trades.

Training curricula continued to receive a high priority in 1982, with packages developed for roofer, industrial instrument mechanic and aircraft mechanic trades. Curricula for construction electricians, carpenters and bricklayers also were reviewed and updated, in cooperation with the various Trade Advisory Committees.

The unit continued to encourage more employers to participate in apprenticeship training. Promotional efforts in 1982 attempted to emphasize training and employment potential and trades areas experiencing critical labour shortages. Effective liaison with the Federal Critical Trades Skill Program continued, encouraging employers to train increasing numbers of apprentices.

The role of industry in program development received high priority. Information exchanges between employers, employees, instructors and apprenticeship staff resulted in the formulation and revision of apprenticeship programs. This process was made possible because of regular meetings with the Apprenticeship and Tradesmen's Qualifications Board, various Trades Advisory Committees, employer groups and labour organizations.

Employment Support and Counselling Service (ESCS)

Operating out of five Regional Offices at Thompson, Leaf Rapids, Churchill, The Pas and Winnipeg, the Employment Support and Counselling Service Unit extends services to Northern Manitoba, offering relocation support, employment/training referral and counselling and student youth employment. These services were cost-shared with the Federal Government under The Canada-Manitoba Northlands Agreement until March 1982.

Relocation support teams at Thompson, Leaf Rapids and Flin Flon each consist of relocation counsellors and home advisors. These teams cooperate with mine personnel offices in assisting workers, most of whom have families, to relocate from their own communities to centres offering employment with the mines. Support provided to these families includes help in obtaining adequate housing, orientation to community schools, health and recreational activities and ongoing counselling to help families adjust to the transition.

At the end of October 1982, 24 single workers and 60 married workers with 173 dependents were settled in the three mine centres. Corresponding figures for the previous year were 21 single workers, and 106 married workers with 276 dependents.

All three mines suspended hiring for most of the recording year, limiting relocation program activities to those of maintenance. The situation was further worsened by temporary shutdowns of 15 and 8 weeks durations at Leaf Rapids/Lynn Lake and Flin Flon respectively. Most relocation program participants returned to their home communities. Recreational activities were organized for the families who remained in the mining centres during the shutdown. The relocation program at both Leaf Rapids and Flin Flon experienced a 100%

return of participants when those mines re-opened.

Employment counselling staff of the Employment Support and Counselling Services unit, provide a variety of support services for such departmental programs as New Careers, Apprenticeship and Northern Summer Education. In addition, the Career Internship Program of the Employment and Youth Services Branch was delivered in the North by the ESCS unit.

During the months of September and October, 1982 ESCS helped initiate and prepare for delivery, the Department of Northern Affairs Job Creation Program, as well as the Northern Employment Program of the Department of Labour and Manpower. These programs are intended to ease the severe unemployment conditions of Northern Manitoba communities during the winter.

From November 1981 to October 1982, Employment Counsellors referred 686 individuals to employment, training and related programs, 371 of whom were placed. A total of 695 community, employer, client and other agency contacts were made.

The Northern Youth Corps Program is also delivered by the ESCS unit. Grants are made available to Northern Manitoba Communities which identify work projects beneficial to the general community and which also provide meaningful job experiences for students aged 15 to 19 years. Projects are approved on the basis of need, the lack of alternative youth employment opportunities, and the suitability of the work entailed. This program, which operates during July and August, is organized, monitored, and financially controlled and evaluated by the unit.

In 1982, 56 projects providing summer employment opportunities for 320 youth and 43 supervisors were approved. In 1981, by comparison, 47 projects were approved, providing work for 315 youth and 32 supervisors.

As a result of reorganization, the Thompson Career Resource Centre was moved to the ESCS unit. This program is described under the "Career Resources Centre" Section of this report.

Selkirk Training Plant

The Selkirk Training Plant assists unemployed individuals to develop marketable job skills. Training is delivered by qualified tradespersons who assist trainees in the production of a wide variety of wood and metal items to be used by Manitoba Parks and other Provincial departments. The program is divided into three phases:

- Introduction or orientation — six weeks:
  The trainee's time is divided equally between classroom instruction, including basic mathematics, communication skills, trades orientation, and on-the-job training in metal work, wood work, spray painting and sign work.
- Production training — 20 weeks:
  After successfully completing the introduction and orientation phase, the trainee joins either the wood or metal shops where production skills are learned through participation in the manufacturing process.

The related training allowances of both phases are shared with the Canada Employment and Immigration Commission under the General Industrial Training Program.

- Production work and Job Search — up to six months:
  Upon completion of phase 2, every effort is made to place the trainee in a job. Until employment is found, the trainee can remain at the plant improving production skills. Job search techniques and career counselling are emphasized at this time and short assessment periods with prospective employers may be arranged. Support is provided throughout the program by a counsellor and a home advisor.

  Due to the worsening economic conditions, the plant's ability to place graduates in permanent jobs was reduced. A further result of these conditions is that more trainees now remain on the program for the maximum six months after completing the first two phases.

New product lines introduced by the plant this year included pre-manufactured boardwalks for wildlife sanctuaries such as the Oak Hammock Marsh, fire hose drying units for Forest Resources, pre-fabricated weather instrumentation stations, and special containers for explosives.

The plant experienced a significant increase in productivity during the last six months of the recording year.

Statistical Summary

	Reporting Year	
	80/81	81/82
Number of trainees on program beginning of reporting year	38	37
Number of trainees accepted during reporting year	96	99
Number of trainees who withdrew before completing program	61	36
Number of trainees who were dismissed	7	10
Number of trainees who completed program and went on to employment	23	13
Number of trainees who completed program and did not directly go on to employment	5	23
Number of trainees who went on to further training	1	1
Number of trainees on program at the end of the reporting year	37	53

Table 1

Apprenticeship Registrations, Cancellations and Completions

November 1, 1981 - October 31, 1982

Designated Trade	Apprentices Active as at Nov. 1/81	Registrations Year Ending Oct. 31/82	Cancellations Year Ending Oct. 31/82	Completions Year Ending Oct. 31/82	Apprentices Active as at Oct. 31/82
Boilermaker	37	28	7	11	47
Bricklayer	47	10	16	2	39
Carpenter	345	75	48	98	274
Construction Electrician	301	77	33	73	272
Drywall Mechanic	19	2	9	5	7
Electric Motor Winder	3	2	1	1	3
Glazier	—	1	—	—	1
Heavy Duty Equipment Mechanic	263	163	21	74	331
Industrial Electrician	127	30	6	17	134
Industrial Instrument Mechanic	35	13	2	7	39
Industrial Mechanic	275	73	22	94	232
Industrial Welder	39	21	5	12	43
Lather	22	1	10	2	11
Machinst	115	51	33	18	115
Miner	16	8	—	3	21
Motor Vehicle Body Repairer	118	53	23	25	123
Motor Vehicle Mechanic	392	136	41	96	391
Painter and Decorator	41	12	7	10	36
Plumber	207	40	24	43	180
Power Electrician	16	17	1	—	32
Refrigeration and Air Conditioning echanic	61	27	6	9	73
Sheet Metal Worker	76	17	10	7	76
Sprinkler and Fire Protection Installer	38	3	1	8	32
Steamfitter	85	17	3	7	92
Steel Fabricator	160	11	30	14	127
Tool and Die Maker	17	25	6	4	32
Total	2,855	913	365	640	2,763

Table 2

Apprenticeship Registrations, Cancellations and Completions By Year

1978-1982

Year	Registrations	Cancellations	Completions	Active at End of Each Year
1977-78	1,013	375	619	2,765
1978-79	1,047	314	681	2,817
1979-80	1,108	432	604	2,889
1980-81	960	384	610	2,855
1981-82	913	365	640	2,763

Table 3

Geographical Location of Apprentices

Active at October 31, 1982

Designated Trade	City of Winnipeg	Remainder of Province	Total
Boilermaker	21	26	47
Bricklayer	24	15	39
Carpenter	155	119	274
Construction Electrician	154	118	272
Drywall Mechanic	7	—	7
Electric Motor Winder	2	1	3
Glazier	1	—	1
Heavy Duty Equipment Mechanic	105	226	331
Industrial Electrician	44	90	134
Industrial Instrument Mechanic	3	36	39
Industrial Mechanic	10	222	232
Industrial Welder	3	40	43
Lather	11	—	11
Machinist	79	36	115
Miner	21	—	21
Motor Vehicle Body Repairer	61	62	123
Motor Vehicle Mechanic	209	182	391
Painter and Decorator	31	5	36
Plumber	110	70	180
Power Electrician	12	20	32
Refrigeration and Air Conditioning Mechanic	58	15	73
Sheet Metal Worker	65	11	76
Sprinkler and Fire Protection Installer	13	19	32
Steamfitter	61	31	92
Steel Fabricator	110	17	127
Tool and Die Maker	21	11	32
Total	1,391	1,372	2,763

Table 4

Certificates Issued Under The Apprenticeship and Tradesmen's Qualifications Act

Designated Trade	Certificates Issued to Apprentices Nov. 1/81 to Oct. 31/82	Certificates Issued to Apprentices Since Designation of Trade	Certificates Issued to Tradesmen (Other than Apprentices) Nov. 1/81 to Oct. 31/82	Certificates Issued to Tradesmen (Other than Apprentices) for Time Served or by Examination Since Designation of Trade
Boilermaker	11	63	2	155
Br'cklayer	2	319	–	9
Carpenter	96	1,390	11	633
Construction Electrician	74	2,208	–	44
Drywall Mechanic	5	12	–	87
Electric Motor Winder	1	32	–	28
Glazier	–	7	2	39
Heavy Duty Equipment Mechanic	72	610	28	361
Industrial Electrician	18	332	2	109
Industrial Instrument Mechanic	7	63	2	76
Industrial Mechanic	91	627	41	557
Industrial Welder	9	75	3	253
Lather	2	36	1	5
Machinist	18	210	3	311
Miner	3	21	4	605
Motor Vehicle Body Repairer	24	367	4	78
Motor Vehicle Mechanic	94	1,880	31	1,817
Painter and Decorator	10	406	4	451
Plasterer	–	130	–	15
Plumber	42	1,167	2	407
Power Electrician	–	–	32	61
Refrigeration and Air Conditioning Mechanic	9	171	2	119
Sheet Metal Worker	7	381	–	137
Sprinkler and Fire Protection Installer	7	56	1	26
Steamfitter	7	287	–	152
Factory Woodworker	–	68	–	21
Steel Fabricator	14	41	–	85
Tool and Die Maker	4	4	22	25
Total	627	10,963	197	6,666

Table 5

Number of Apprentices Attending Technical School

November 1, 1981 - October 31, 1982

Designated Trade	Attending Full Time
Boilermaker	73
Bricklayer	21
Carpenter	283
Construction Electrician	263
Drywall Mechanic	9
Electric Motor Winder[1]	3
Glazier	–
Heavy Duty Equipment Mechanic	275
Industrial Electrician	150
Industrial Instrument Mechanic	36
Industrial Mechanic	269
Industrial Welder	35
Lather	7
Machinist	116
Miner	–
Motor Vehicle Body Repairer	101
Motor Vehicle Mechanic	331
Painter and Decorator	42
Plumber	135
Power Electrician	33
Refrigeration and Air Conditioning Mechanic	52
Sheet Metal Worker	51
Sprinkler and Fire Protection Installer	42
Steamfitter	53
Steel Fabricator	105
Tool and Die Maker	20
Total	2,505

[1] Attended classes at the Southern Alberta Institute of Technology, Calgary, Alberta.

Table 6

Examinations for Certification Conducted Under The Apprenticeship and Tradesmen's Qualifications Act

November 1, 1981 - October 31, 1982

Designated Trade	Apprentices		Non-Apprentices	
	Number Examined	Number Passed	Number Examined	Number Passesd
Boilermaker	14	11	3	2
Bricklayer	7	4	1	–
Carpenter	92	83	43	14
Construction Electrician	79	75	–	–
Drywall Mechanic	9	9	–	–
Electric Motor Winder	–	–	1	–
Glazier	–	–	2	2
Heavy Duty Equipment Mechanic	87	73	51	20
Industrial Electrician	21	17	8	1
Industrial Instrument Mechanic	8	8	2	–
Industrial Mechanic	101	95	70	38
Industrial Welder	26	24	18	14
Lather	3	3	1	1
Machinist	19	18	16	7
Miner	–	–	4	4
Motor Vehicle Body Repairer	26	20	6	3
Motor Vehicle Mechanic	105	90	55	17
Painter and Dectorator	12	11	15	7
Plasterer	–	–	1	–
Plumber	41	27	15	6
Power Electrician	–	–	6	6
Refrigeration and Air Conditioning Mechanic	14	7	4	2
Sheet Metal Worker	7	7	2	1
Sprinkler and Fire Protection Installer	26	23	10	7
Steamfitter	7	7	4	2
Steel Fabricator	28	13	1	–
Tool and Die Maker	8	5	29	26
Total	740	630	368	180

Table 7

Statistics Relating To The Administration Of The Barbers Act

November 1, 1981 - October 31, 1982

Barbers Examining Board – Meetings	4
Candidates Examined	42
Master Barber Licences Issued	16
Journeyman Barber Licences Issued	14
Improver Barber Licences Issued	29

Barbers' licences are renewable in odd-numbered years.

Table 8

Statistics Relating To The Administration Of
The Hairdressers Act

November 1, 1981 - October 31, 1982

Hairdressers Examining Board – Meetings	37
Candidates Examined	635
Salon Owner Licences Issued	417
Absentee Owner Licences Issued	79
Total Salon Licences Valid as of October 31, 1982	496
Operator Licences Issued	3,176
Student Licences Issued	239
Beauty Treatment Licences Issued	137
Manicurist Licences Issued	62

Hairdressers' Licences are renewable in even-numbered years.

Employment and Youth Services Branch

Tannis Mindell: Director

The Employment and Youth Services Branch mandate is to develop and administer employment oriented programs and job placement services primarily for youth, but also includes other specific target groups. The Branch also plays a key role in the delivery of programs and services provided by the Manpower Division to the people of Southern Manitoba.

In the past, another major area of responsibility has been to register and refer students to summer employment positions within Provincial Government Departments. This was reaffirmed and expanded in January of 1982, through a Cabinet directive identifing the Employment and Youth Services Branch as the centralized registration, referral and placement agency for all students seeking to work in Provincial Government Departments, Crown Corporations and Commissions.

The overall goals of the Branch are:
- to increase employment opportunities for youth and other segments of the population by developing and implementing employment creation and placement programs
- to provide access to all programs and services of the Manpower Division through a comprehensive delivery system
- to allow for greater effectiveness and efficiency of employment programs by developing vital links with relevant organizations and agencies.

In keeping with these goals, the Branch has developed and maintained an administrative base for a wide range of programs including:
- a centralized student registration and referral service for university, community college and high school students (Employment Services Office)
- Student Summer Employment Programs (STEP – In-Government Program; Career Internship Programs; Northern Summer Education Program; Student Work Exchange Programs)
- Summer job placement services for youth in rural and Northern communities (Hire-A-Student Job Centre Program)
- Coordination of volunteer activities in various government departments (Volunteers in Public Service Program)
- A job creation program for unemployed people in Southern Manitoba (Manitoba Employment Action Program)
- An occupational and career information service for Southern Manitoba residents (Career Resource Centres)

The Branch also maintains grant programs which:
- assist students in Northern and remote communities in carrying out educational travel trips (Manitoba Northlands Travel Program)
- provided partial operating costs for an employment referral and job placement service for retired senior citizens (Senior Citizens Job Bureau)
- provide operating costs to Junior Achievement of Manitoba for a program which provides Winnipeg high school students with the opportunity to become involved in establishing and operating a small business during the summer months (Summer Enterprises Manitoba).

A number of events occurred during 1982 which hold particular significance for the ongoing development of the Branch. Among these were:

- The Cabinet Directive in January making the Branch responsible for all registration, referral and placement services for students seeking summer employment with the Provincial Government, its Crown Corporations and Commissions. This action came in response to a need for a higher degree of coordination of student summer employment and will do much to ensure fair hiring practices for all students applying for summer work with the Provincial Government
- The Career Internship Program, introduced in April, emphasized career or interest related and supervised, on-the-job training for student employees in government-assisted employment positions. This represents a distinct departure from past job creation programs which tended to focus primarily on the opportunity for employment only
- The relocation in May of 1982 of the Branch offices from their Taylor Avenue location to the 10th floor of the Norquay Building achieved a greater degree of coordination within the Department of Labour and Manpower and resulted in a greater public awareness of the Branch, its programs, and its general functions within the Manpower Division.

Employment Services Office

The Employment Services Office is responsible for all registration, referral and placement of students in summer positions in Provincial Government Departments and Agencies. Care is taken to provide youth with summer employment that would allow them a financial base for their continuing education, and which is related to a career choice.

The objectives of the Employment Services Office in 1982 were:

- To increase hiring efficiency within the Manitoba Civil Service, Provincial Crown Corporations, Commissions and provincially subsidized positions in the private sector by providing a centralized registration and referral service for students
- To locate jobs for students in home localities where possible
- To increase the opportunities available to students in acquiring a career and/or interest-related work experience
- To provide a job placement mechanism for handicapped students/youth.

In 1982, the Employment Services Office registered 11,712 applicants for summer employment. This total included 7,314 university and community college students, 2,444 high school students and 1,774 youth who were involved in part-time studies. In addition, 180 handicapped youth registered for summer employment

Of this total, 2,397 were placed in jobs within the Civil Service, Crown Corporations and Commissions. 1,475 of these were placed in positions covered by the budget of the hiring agency. Another 922 students found employment under the STEP-in-Government program, including 96 handicapped students/youth whose salaries were funded under a special component of the STEP Program.

Step-In-Government (Student Temporary Employment Program)

STEP-In-Government provides salary funds to enable government departments to employ students in short-term, summer projects. The program is designed to offer students career-related work experiences, while enabling departments to meet service demands at peak activity periods. A special component of the program ensures that handicapped students/youths be given opportunities to gain work experience within the Civil Service.

The objectives of the STEP-In-Government Program in 1982 were:

- to reduce student unemployment in Manitoba during the summer months
- to increase the ability of Departments, Crown Corporations and Commissions to meet peak activities and demands for service
- to increase career-related summer work opportunities for students.

During 1982, 922 students were employed in projects funded through the STEP-In-Government Program. Students worked for an average of 14 weeks and earned an average salary of $2,686 for the period.

The STEP Program again cooperated with the Quebec Provincial Government during 1982, in an inter-Provincial Educational/Cultural exchange project. With salaries provided by the STEP Program, 10 Quebec students were placed in positions with the Manitoba Government for a period of 13 weeks. In exchange, 10 Manitoba students were given opportunities to work for a similar period in positions in Quebec, sponsored by the Quebec Provincial Government.

Students involved in the exchange gained valuable work experience in a different cultural setting in such diverse occupations as translation services, economic research, child care activities, archival and receptionist work.

In a similar project, but on a different scale, the STEP Program sponsored employment of foreign students through AIESEC, an international student exchange program coordinated through the Faculty of Administrative Studies at the University of Manitoba. Under this program, four Manitoba students were provided with opportunities to work in a foreign country during the summer. In exchange, four foreign students, one each from The Phillipines, Norway, Hong Kong and The Netherlands, were placed in positions in Manitoba Government Departments. The period of employment for this project was 13 weeks.

Hire-A-Student Job Centre Program

The Hire-A-Student Job Centre Program operates in cooperation with Canada Employment Centres to establish summer job centres in rural and northern Manitoba. These centres provice placement, referral and job counselling services for students and unemployed youth who are seeking summer jobs. The objectives of the Hire-A-Student Job Centre Program in 1982 were:

- to increase the number of local youth being hired by private and public employers
- to increase the availability of information to youth in the areas of job search techniques, job availability, volunteerism and career information
- to increase employer satisfaction with youth employees through appropriate matching and referral
- to provide career-related summer employment opportunites for 42 students acting as Hire-A-Student Managers
- to increase community participation in the areas of student employment activities.

During the summer of 1982, a total of 42 Hire-A-Student Job Centres operated in communities throughout the Province. Of this total, 34 centres were located in small rural communities and were sponsored and administered by local community committees. In the remaining eight centres a provincial employee, hired by the program, complemented the existing staff at a Canada Employment Centre for Students and assisted in the delivery of its services. Job Centre Managers were primarily university students, hired to operate the centres from May until the end of July.

During this period, a total of 6,181 youth registered for summer employment and were placed in full-time summer jobs by the centres. Another 2,244 were placed in part-time or casual work. In addition, each centre manger was responsible for establishing and conducting workshops on job search techniques for high school students in their area. In 1982, 137 workshops were conducted by the 42 centre managers.

Career Internship Program

The Career Internship Program was introduced in April of 1982 to encourage employers in the province to create additional jobs for students during the summer. Designed to stimulate job creation that would provide students with employment and with skill training in work related to interests and/or career goals, the program gave high priority to positions which included on-the-job training and the learning of identifiable skills.

The objective of the Career Internship Program in 1982 was:

- To create additional job opportunities for students between May and September of 1982.

Under the terms of the program, non-profit organizations, community groups, municipalities and local government districts, as well as small businesses and farms, could apply for up to three student employees. Employers were provided part or all of wages paid for approved positions. In the case of non-profit organizations, assistance equalled the provincial minimum wage. For small businesses and farms, the assistance provided was $2.00 per hour.

Students seeking employment registered with the Branch's Employment Services Office, or, in rural areas, with their local Hire-A-Student Job Centres. Referrals to qualifying employers were carried out by these central offices.

During the period May 17 to September 3 of 1982, approximately 4,000 career-related positions were created through this program. It is anticipated that the second phase of the Branch's employment creation initiative entitled the Manitoba Employment Action Program, will create an additional 1,500 jobs in southern Manitoba during the winter months.

Volunteers in Public Service Program (VIPS)

The Volunteers In Public Service Program offers provincial government branches and agencies opportunities to supplement and/or expand their existing services through a volunteer workforce. Coordinators of Volunteers hired under the program are responsible for planning a volunteer component for the branch/agency in which they work, and for the recruitment, placement, training, supervision and evaluation of volunteers selected.

The volunteers in turn are given opportunities to make valuable contributions to the community, to test skills and interests and to learn new skills.

Objectives for VIPs during 1982 were:

- To increase volunteer utilization within selected provincial government agencies through the establishment of volunteer programs on a demonstration basis
- To increase opportunities for youth and other Manitoba residents to develop job skills and contacts
- To demonstrate to provincial government agencies the effective use of supplementary human resources

Volunteer projects operating through VIPS provide a variety of services to both the participating department or agency itself and to the public-at-large. Included among these services are those involving consumerism and crime prevention, as well as services to the elderly, new immigrants, multicultural groups and sports associations. In Northern Manitoba volunteers provided people with assistance in overcoming English language deficiencies in reading and writing. During 1982, over 500 volunteers contributed approximately 11,500 hours to volunteer service.

As in past years, VIPS continued to focus on training the Coordinators of Volunteers in various management and personal development areas. Coordinators were involved in a variety of workshops and training sessions designed to improve their skills in making presentations, in public relations, interviewing techniques, assertiveness training and in working effectively with boards and committees.

Northern Summer Education Program

The Northern Summer Education Program is an outdoor educational/recreational program, located at Frontier Collegiate in Cranberry Portage, and employing university students and northern youth to plan and implement program curricula for children from northern communities. Children, from grades four to nine, participate in a 12-day program at the residential outdoor education camp. The children take part in a variety of activities including: arts and crafts, swimming, team sports, science, environmental studies, camping, canoeing and other meaningful activities. At the same time, university students, who are interested in a teaching or related career, are provided with an opportunity to gain valuable field experience.

Objectives of the Northern Summer Education Program in 1982 were:

- to increase summer educational opportunities for children residing in remote and semi-isolated northern communities through access to a 12-day educational/recreational program
- to improve the occupational skills of 16 post-secondary students specializing in fields related to youth education through 16 weeks of structured employment
- to improve the leadership/recreational skills of eight northern youth through 15 weeks of structured employment

The Counsellor-in-Training componenet was continued during 1982 with eight northern youth aged 18 years or over selected to participate. Participants were provided with 15 weeks of orientation and on-the-job training which included instruction in teaching methods, managing groups, programming and organization skills.

During the summer of 1982, the Northern Summer Education Program employed 32 students, including the eight Counsellors-in-Training. Three separate camp sessions were operated during July and August, providing an outdoor education experience for a total of 268 children.

Manitoba Northlands Travel Program

The Manitoba Northlands Travel Program assists school groups from remote and northern communities to plan and implement educational and curriculum related travel projects. Projects are designed at the community level with involvement from teachers, community school advisors and participating children. Funding assistance is provided, with the travelling group, school division or the community responsible for raising any additional monies required.

Objectives of the Manitoba Northlands Travel Program in 1982 were:

- to increase curriculum or career-related travel projects within the province by providing funds and planning assitance to student groups in northern and remote schools in Manitoba
- to broaden educational and employment options of students in remote and northern communities by familiarizing them with alternative opportunities outside their communities
- to allow access of students from remote northern communities to provincially operated summer education programs.

Under the program, eligible school groups from grades four to 12 submit travel projects with activities related to enrichment and extension of curriculum or exploration of future job, career

and educational opportunities. Grants are awarded on the basis of group size, degree of isolation of the community and the ability of the group to raise funds. In addition, the program cost-shared transportation expenses for children involved with the Northern Summer Education Program.

During 1982, assistance was provided to 50 travel groups, involving 1,968 students. The majority of students came from remote schools in Northern Manitoba to visit Winnipeg, Brandon and various other points in Southern Manitoba. Some Northern points visited by other groups were The Pas, Thompson, Dauphin, Precipice Lake and Churchill.

Manpower Division Southern Regional Field Unit

The Manpower Division, Southern Regional Field Unit, with field officers in Teulon, Dauphin, Killarney and Winkler, is responsible for the delivery of all programs and services offered by the Manpower Division in Southern Manitoba. Some of the activities carried out by the Unit during 1982 included:

- Implementing and monitoring the Hire-A-Student Job Centre Program
- Developing and delivering training workshops to Hire-A-Student managers
- Delivering and administering the Career Internship Program throughout southern, rural Manitoba
- Providing assistance and support to Volunteers In Public Service Coordinators in Dauphin, Brandon and Winkler
- Assisting the Research and Planning Branch in the completion of a Regional Apprenticeship Survey
- Providing assistance to the Training and Development Branch's Apprenticeship Program by administering examinations and providing additional information to interested parties
- Providing assessements and recommendations on Summer Canada Youth Employment Program proposals and Canada Community Development Program applications for the Federal Government's Employment and Immigration Commission.

Career Resource Centres

The Career Resource Centres, provide a wide range of services to both youth and adults. Designed to assist people in fitting their own unique skills, abilities and interests to the labour market, the centres help clients primarily by identifying employment and career choices available to them. This is accomplished through a variety of means, including the provision of occupational information, labour market data, career counselling and aptitude testing and assessment. In appropriate situations, referral to training institutions or job placement agencies is available as well.

The first Career Resource Centre was opened in Thompson to serve Northern Manitoba. In late 1981, additional centres were opened in Dauphin to serve the Parklands region, in Brandon to serve the Westman region and in Winkler to serve South Central Manitoba. This last centre, although based in Winkler, shares its time and resources equally with Carman, Morden, Altona and Manitou. These centres have now completed their first full year of operation, during which they have worked to develop for people in their areas, the fullest possible range of career resources possible.

In each centre an advisory board, selected from the community, and representing business, labour, educational, professional and community interests, assists the centre manager in formulating centre policies and in making program decisions affecting the centre's operations. As a result, while the Career Resource Centres aim at a common goal of assisting people in employment and career decision making, the individual centres operate in ways most appropriate and useful to the people in the area. The Dauphin Centre, located in downtown Dauphin, has conducted a number of outreach programs among secondary schools in the Parklands area in order to familiarize students, as well as the public in each community, with the programs and services of the centre. The programs also informed employers in these communities of the services available to them through the centre.

The South Central Career Resource Centre provides regular service to five participating communities. This has resulted in a unique service delivery model located within the high schools of Altona, Carman, Manitou, Morden and Winkler. Although students attending these schools constitute a high proportion of the clients serviced by the South Central Centre, a Career Resource Centre promotional display at summer fairs in each community has resulted in a greater awareness among the adult community, and has done much to increase the number of non-student clientele.

The Brandon Career Resource Centre has concentrated on providing a complete career counselling service to the Brandon community. Working with Assiniboine Community College and Brandon University counselling services, the Brandon centre has counselled a diverse clientele of students and employed and unemployed adults. Brandon has also seen a

change in its "store front operations" with the placement of a Workers Advisor at the centre.

In general, all Career Resource Centres focus their attention on five main areas to assist individuals in making career choices:

- Centres provide a wide range of information, including occupational descriptions, self-assessment/career decision-making, job search techniques, labour market information, educational opportunities placement services and availability of financial assistance
- Testing and assessment is undertaken where required, to assist counsellors in determining clients' interests and aptitudes
- Individuals and groups are offered counselling to help integrate aptitudes and interests with career opportunities, and to identify job or career advancement barriers which may exist
- Clients are directed towards training avenues which will be most effective in assisting them to meet their career goals
- Clients may also be referred for placement through appropriate agencies

During the 1982 year, more than 5,000 individuals used the services of the Career Resource Centres. The greatest percentage of the clients were young adults, including students still in school and new entrants in the labour market.

Aside from the general occupational information and literature that was made available to these clients, counselling staff made considerable use of the CHOICES program in assisting with the exploration of career options. Resource centre staff organized and participated in workshops and other group activities to help rural residents better understand the resources available.

A significant organizational change occurred in July of 1982. Due to changes at the Divisional Administrative level, responsibility for the Career Resource Centre in Thompson was transferred to the Training and Development Branch, whose responsibilities include all employment-related activities in Northern Manitoba. At the same time, responsibility for the three centres in Southern Manitoba became a function of the Employment and Youth Services Branch whose range of operation is primarily concentrated in the southern part of the province. These moves were designed to provide more direct supervision and support to each of the centres, and to provide a greater degree of coordination with other activities of the Department.

New Careers

Orval Refvik, Director

The New Careers Branch offers a combination of on-the-job and classroom training to equip trainees with the skills required to gain entry into jobs in the provincial Civil Service, publicly-funded agencies and the private sector.

Training is job specific with required academic upgrading built into the program. The training agency/employer is committed to hiring trainees upon successful completion of the program.

The New Careers Branch coordinates and delivers the financial, academic and personal support services of this training program.

The objectives of the New Careers Program are:

- To provide training to unskilled, unemployed or underemployed adults to enable them to obtain positions within both the public and private sectors
- To increase the job skills and employability of adults confronted with special barriers to employment and education
- To increase the number of trained individuals from a particular geographic area to provide them with the skills which will allow them to deliver necessary services in their area.

Recruited from the geographic areas in which they will work and live, trainees are individuals to whom traditional educational and employment resources have not been readily available. Trainees must demonstrate the ability, potential and motivation to become competent in a variety of occupations. Approximately 60 percent of trainees are of native ancestry (treaty, non-status and Metis); 50 percent are women, many of whom head single-parent families. The average educational level of trainees is less than Grade 10.

New Careers staff identify agencies/employers which are willing to offer on-the-job training and supervision as well as regular, full-time employment following satisfactory completion of training.

Staff screen, recruit and select trainees by matching aptitudes and interests to jobs. The classroom component of the training is coordinated, designed, delivered and evaluated in cooperation with the participating placement agency/employer.

During 1982, New Careers successfully launched two new training initiatives: In conjunction with the University of Manitoba School of Social Work, New Careers conducted sixteen weeks of

preliminary training for twenty-seven persons employed as Child and Family Service Workers with the First Nations Confederacy. Upon completion of this training, the students entered a professional program conducted by the University. The Branch also commenced a training program for native Child and Family Service Workers, employed by the Children's Aid Society. This is a two year program conducted entirely by New Career staff.

Other New Careers activities in 1982, included programs developing aircraft mechanics, chemical abuse counsellors, adult correctional officers, juvenile counsellors, health/nutrition advisors and northern retail store managers.

In the reporting period, ninety-one trainees graduated from the New Careers adult training program. The average age of these adults was 32 with a range of 21-61. Fifty-four percent of the graduates were of native ancestry with single parents totalling 76% of the graduating group. The average grade level of adults entering the training program was grade 9. Fifty-one percent of graduates were female.

Trainees are located throughout the Province. Among the locations are the following: Gimli, Flin Flon, Fort Alexander, Ste. Rose du Lac, Marius, Griswold, Headingley, Cormorant, The Pas, Dauphin, Pelican Rapids, Pipestone, Norway House, South Indian Lake, Brandon, Garden Hill, Cross Lake, Ste. Theresa Point, Oxford House, Nelson House, Winnipeg, Roseau River, Long Plains, Oak Lake, Sandy Bay, Seven Sisters Falls, Churchill, Thompson, Leaf Rapids, Brochet and Gillam.

The New Careers Program is cost-shared through Canada-Manitoba Agreements with the following departments: Canada Employment and Immigration Commission under the Adult Occupational Training Agreement and the Department of Regional Economic Expansion under the Canada-Manitoba Northlands Agreement. Approximately one of every two dollars spent is recovered from the federal government.

Project	Number of Trainees		
	North	South	
Adult Corrections	5	9	
Aircraft Mechanics	5	13	
Chemical Abuse	3	15	
Juvenile Corrections (Comm. Serv. & Corr.)	2	17	
Northern Retail Store Managers	12	0	
Nutrition Advisors (Frontier School Division)	5	0	
Dakota Ojibway Child & Family Service Workers	0	27	
Child & Family Serv. Workers/First Nations Confederacy Child & Family Serv. Workers/Children's Aid Society/Community Services and Corrections	2	13	
Totals	34	109	143

	North	South	Totals	Percentage
Fully Sponsored (100% salary & Training)	12	53	65	46%
Partially Sponsored (portion/% of salary & Training)	16	13	29	20%
Training only (no salary)	6	43	49	34%
Totals	34	109	143	100%

Research and Planning Branch

Jim Nykoluk, Director

In August 1982, the Research Branch of the Department of Labour and Manpower was reorganized, resulting in a change of name, responsibilities and reporting relationship within the Department. The role of the branch was expanded at that time to include a planning as well as a research capacity, to become a centrally located information source reporting directly to the Deputy Minister.

The Research and Planning Branch conducts studies and analyses for the Department in the labour and manpower areas in support of effective planning, mangement and policy development.

Objectives of the Branch are:

- To identify current and future labour market needs in Manitoba, and to facilitate the planning and development of programs supporting provincial economic growth and human development policies
- To analyze labour relations trends, conditions and issues in support of effective industrial relations in Manitoba
- To assess the performance and effectiveness of Departmental programs and Federal labour market programs operating in Manitoba
- To provide the Department with research and technical assistance to improve the effectiveness of planning and management systems
- To conduct studies and analyze information on policy-related issues.

To meet these objectives, the Research and Planning Branch in 1982 undertook a number of initiatives:

Analysis of Labour Market Trends and Developments

During 1982, the Branch continued to monitor and analyze national and provincial labour market trends. Major activities included preparation of a monthly labour market information bulletin, summaries and analysis of Labour Force Survey trends, and briefing notes and in-depth reports on priority issues and concerns (e.g. characteristics of unemployed workers; labour market impacts of technological change).

Labour Market Outlook and Training Needs Assessment

During the year, the Branch developed extensive information on the provincial labour market outlook and skill requirements to support the planning of training programs and provision of career counselling information. The Branch conducted a manpower needs survey on data processing occupations among Manitoba employers to assess current employment levels and future needs. Several reports were prepared on potential skill shortages, and on the occupational outlook and training priorities in the Province. In addition, the Branch coordinated Provincial input supporting the development of the Canadian Occupational Projection System (COPS).

Analysis of Data on the Labour Relations Climate and the Provision of Information to Facilitate Collective Bargaining

In 1982, the Branch conducted research in the labour relations area by looking at trends, conditions and issues in both Manitoba and Canada. Specific topics of research included: work stoppages, minimum wage, wage and salary information, union membership statistics and statistical information flowing from the analysis of collective agreements.

A calendar of collective agreement expirations providing information on the number, nature and timing of collective bargaining situations in the province was compiled.

An analysis of the provisions found in over 650 collective agreements was also carried out in 1982 with the information compiled in this year's edition of "Major Provisions and Negotiated Working Conditions in Manitoba Collective Agreements." This document contains useful information for labour relations practitioners throughout the country.

In addition, work was undertaken to initiate a regular reporting system which will summarize major settlements and provisions in a sample of collective agreements. Developmental work was also carried out on a system which can analyze base rate wage increases from negotiated collective agreements. Improved data on wages and salaries was obtained by developing a computerized retrieval system for Labour Canada's Wage and Salary Survey information.

Measurement of the Labour Market Outcomes of Training and Education Programs

A number of studies were conducted by the Branch to determine the linkage between career education and occupational training programs in Manitoba. Outcome surveys focusing on graduates from the Province's community colleges, New Careers program and Selkirk Training Plant were carried out in 1982. In addition, a special study of employers involved in apprenticeship training was undertaken. The information derived from these projects is being utilized primarily for program planning and evaluation and for career counselling purposes.

Assessment of the Performance and Funding Patterns of Federal and Provincial Labour Market Programs

The Branch continued its involvement in the monitoring and analysis of Federal and Provincial labour market programs. A wide range of reports and briefing notes on the activity and funding levels of Federal programs within Manitoba, along with interprovincial comparisons of Federal allocations, were prepared.

A comprehensive inventory of Provincial and Federal government labour market programs operating in Manitoba in 1982 was also compiled.

Monitoring and analysis of Unemployment Insurance (UI) program changes and activities such as the use of UI funds for work-sharing and job creation were also undertaken during the year. Other activities included an analysis of UI exhaustee trends in Manitoba and an examination of some problems with the Unemployment Insurance Program.

In addition, research projects were carried out to assess the performance of several of the Department's Manpower Division programs. Specific programs assessed in 1982 were the Student Temporary Employment and Career Internship programs.

A system of program monitoring and evaluation was also designed by the Branch for the new Provincial short-term employment initiatives programs.

Analysis of Labour and Manpower Issues

This year, the Branch prepared a wide range of briefing notes, background papers and reports on labour and manpower issues to support the development of Provincial policies and programs. Background information was prepared for the First Ministers' Conference on the Economy in January, the August Provincial Premiers' Conference, the Federal Commission of Inquiry into Part-Time Work and the Provincial Economic Summit Conference. Special analyses were prepared to support negotiations on a new Canada-Manitoba Training Agreement and to assist in the development of Provincial job creation programs. Also compiled were background papers on the topics of minimum wage, technological change, pensions and employee representation on boards of Crown corporations.

Provision of Research and Technical Assistance on Information Systems and Other Management Needs

The Research and Planning Branch assists the Department in solving management oriented problems through systems analysis, statistical and mangement science techniques. In 1982 such activities included management information systems development assistance to the Fire Commissioner's Office and the Employment and Youth Services Branch, research assistance to the Women's Bureau, and program assessment and evaluation assistance to the Employment and Youth Services Branch. In addition, a study of Departmental Word Processing requirements was jointly undertaken with the Administration Division. The Branch continues to maintain the departmental reference library of labour and manpower information.

Women's Bureau

Shirley Bradshaw, Director

The Women's Bureau was established in 1972 to provide a better understanding of women's problems and concerns and to provide a variety of services for women at work and for women considering returning to work.

The Bureau's objectives are:

- to provide career counselling to women, individually, and in groups
- to create public awareness of women's contributions in the workforce and their concerns in the workplace
- to provide consultative and resource information at seminars, conferences and workshops
- to provide an up-to-date resource bank of print and audio-visual materials on women's issues for use by the public-at-large.

In the past 12 months the number of women in the Province's labour force increased. At the end of October, 1982, there were 214,000 women in Manitoba's labour force, representing 54.2 per cent of the total number of people at work in Manitoba.

Demand for counselling services continued this year, although growth in numbers of new clients has decreased compared with the last two years. On the other hand, more women are scheduling follow-up appointments for career planning, preparation of resumes, job interviews, etc. Telephone calls from working women seeking assistance on a wide variety of subjects is continuous.

During 1982, the Bureau presented a number of special programs for women. "Choices and Changes", a 10-week evening program, was offered four times during the year and was fully subscribed. For the first time, the Brandon office also offered this program, using the facilities of the Career Resource Centre.

The four Bureau counsellors presented eight workshops for the Civil Service Commission's Summer Workshop series. Workshop topics were:

"So You Want To Get Ahead", designed to assist support staff in understanding the process used in hiring, promotions and transfers in the Civil Service; — "Women in Management", designed to assist women in developing management skills; and "Working Wife/Mother: to assist women who are in this dual role by suggesting time and stress management mechanisms.

"So You Want To Get Ahead" and "Women in Management" seminar topics have been presented through the Civil Service Commission's Development and Training Branch on a regular basis for the past two years. During the 1981-82 training year they were scheduled on alternate months. During the 1982-83 training year, each will be offered only twice since Civil Service Commission staff have developed similar programs for women in the Civil Service which they are now able to deliver.

Since September of 1982, the Bureau has also offered "So You Want To Get Ahead" to support staff at both campuses of the University of Manitoba. The request to present this program originated with the University of Manitoba's Employee Relations Division. Seven sessions were scheduled to accommodate approximately 175 women who made application for the program.

The Bureau scheduled a Career Symposium in June, 1982, at which 18 role models, representing non-traditional occupations for women, discussed training and qualifications requirements as well as the advantages and disadvantages of their career choices. Participants had an opportunity to attend three sessions each and could question each role model about her work. About 90 women registered for the afternoon-evening event. This program involved all Bureau staff and also featured displays by government agencies and films.

The Bureau also assisted with the "Pre-Trades Training for Women" at Red River Community College by offering sessions on assertiveness and decision-making. Courses in sex-role stereotyping, resume-writing, and interviewing techniques also were conducted in Beausejour, Selkirk, Steinbach and Brandon in conjunction with the Career Opportunities in Preparation for Employment (COPE) courses. The Bureau staff also participated in Pre-employment and Employment Orientation courses at the YWCA and at the Women's Network on "Where is Your Career Going" and "Job or Career".

Bureau staff were invited to Bruce Junior High School to counsel female students on occupational sex-role stereotyping. The two-day session was held in February for approximately 50 grade nine students. The first day included an awareness session on sex-role stereotyping followed by information on non-traditional jobs in the trades. Role models were invited to discuss their areas of employment, including qualifications, training and working conditions in their respective fields.

Other speaking engagements for 1982 included among others, the Business Administration students at Red River Community College, the Packaging Association of Canada, Beth Sigma Phi, Kildonan Women's Group, Portage COPE Group, Fort Garry Y Neighbours and Sparling United Church.

With the help of students hired under the STEP program, the Bureau undertook three Research projects during 1982. The subjects were:

1. Women and Part-time Employment

   Individual personal interviews were held with 50 women employed part-time to document their attitudes to and preferences for working hours. In addition, a literature search on alternative work styles was documented. The final report will be available early in 1983.

2. Women and Child Care Arrangements

   Questionnaires were distributed to children in four elementary schools in Winnipeg School Division No. 1 to be completed by the mother (parent) relating to lunch and after-school arrangements for school-age children. Plans for further study and analysis are under consideration.

3. Women Office Workers and Technology

   Questionnaires were distributed to several hundred women office workers in three Crown Corporations and one private sector enterprise to survey their situations with regard to the use of Video Display Terminals. Compilation of data is complete and a final report is to be made available in 1983.

The Bureau published six editions of its newsletter, "About Women", during 1982, covering such topics as: sexual harassment, non-traditional work opportunities, The Office of the Future Revisited and Part-time Work – A Women's Issue. Distribution of the 2,000 copies per issue extended to points beyond Manitoba, including the United States, Australia, Japan and the other Canadian Provinces.

The Bureau's Brandon office has been able to meet an increasing demand for serivces in Western Manitoba. Programming has varied to include; seminars for farm women at the Agricultural Centre, workshops for women at Shilo and Killarney, the "Choices and Changes" course and the Time Management course throughout the region. Speaking engagements and specific courses offered included: "Assertiveness for the Farm Wife", "Pensions, So Now You Are Alone", "Learning Opportunities for Rural Women" (in conjunction with Farm Family Services), "Sexual Harassment", "Sex Discrimination in the Work Force" and a TV show on Learning Opportunities for Women. The Brandon staff member also organized the second "High School Choices for Girls in Grades 11 and 12," which featured some 30 role models and had an attendance of over 250.

The Bureau has been represented on several task forces, including The Department of Health Liaison Committee to prepare the Province's input to Canada's presentation at the World Assembly on Aging, and an interdepartmental team to assist workers laid-off through plant closures.

During the past year, the Bureau staffed or helped staff several displays: at International Women's Day, at the Small Business Fair, (Winnipeg and Brandon) and at the Labour Day Festival to mark the opening of the Manitoba Museum of Man and Nature's program "Concerning Work."

The Research Branch has completed its evaluation of the individual counselling function of the Bureau. This survey, of Women's Bureau clients who received counselling, was conducted in order to assess the effectiveness of the counselling service. Follow-up surveys were sent to every client who received counselling from the Bureau between October 1980 and September 1981. Of those women who responded to the survey, 86.2% indicated they would contact the Women's Bureau again if they needed more assistance. Eighty-four percent of the respondents rated the counselling service to be excellent or good. Survey results also have indicated that the counselling process is providing women with the assistance they need to make career decisions.

The Bureau's Resource Centre has experienced a steady increase in the use of its film library, requiring the replacement of one film, "Killing Us Softly", because of its extensive borrowing by community agencies. Additions to print materials were made to maintain currency of subjects. There is a continued and constant demand by students and women's groups for background material on a wide variety of subjects. The addition of the statistical report "Women in the Manitoba Labour Market," prepared by the Resource Branch, has proved useful to many researchers.